



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: November 29, 2022	REQUESTS:
Item #: E22-009	The applicant is submitting a request for an Encroachment Agreement – Crane Agreement for the property located at 175 E Broadway Ave, legally known as LOT 6, GENEVIEVE BLOCK ADDITION (PLAT 01412) PIDN: 22-41-16-27-3-35-006
Planner: Paul Anthony	For questions, please call Brian Lenz at 733-3097, x1410 or email to the address shown below. Thank you.
Phone: 733-0440 ext. 1303	
Email: panthony@jacksonwy.gov	
Owner: JH Historical Society & Museum PO Box 1005 Jackson, WY 83001	
Applicant: Jason Berning PO box 485 Victor, ID 83455	
Please respond by: December 20, 2022 (with Comments)	

Owner:

JH Historical Society & Museum
PO Box 1005
Jackson, WY 83001

Applicant:

Jason Berning
PO box 485
Victor, ID 83455

REQUESTS:

The applicant is submitting a request for an Encroachment Agreement – Crane Agreement for the property located at 175 E Broadway Ave, legally known as LOT 6, GENEVIEVE BLOCK ADDITION (PLAT 01412) PIDN: 22-41-16-27-3-35-006

For questions, please call Brian Lenz at 733-3097, x1410 or email to the address shown below. Thank you.

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

From: berningpm@gmail.com
To: [Town of Jackson Planning Department](#)
Cc: [Brian Lenz](#); ["Morgan Jaouen"](#); [Annette Langley](#)
Subject: FW: Crane Agreement - Jackson Hole Historical Society & Museum
Date: Tuesday, November 29, 2022 6:35:37 AM
Attachments: [image001.png](#)
[image002.png](#)
[JHHS - Encroachment, Crane Agreement 11-29-22.pdf](#)
[Tower Crane Plan.pdf](#)



Town of Jackson Planning,
Attached is the requested encroachment agreement application with the 5 items requested by TOJ
Engineering for the crane agreement. We will follow up with the edited draft agreement. Thank
you.

*Please turn in an Encroachment Agreement Application to the Planning Department with the
following:*

1. *Property owner Jackson Hole Historical Society and Museum.*
2. *Brief narrative of what you are requesting, specifically whether the crane will be located within
the public right-of-way or just swinging above it. Crane is Located in the center of the building
elevator pit on Jackson Hole Historical Society Property. The crane will swing weather vane
above the right-of-way from time to time.*
3. *Plan sheet(s) to scale showing the crane base and swing radius and the surrounding
properties/right-of-way. See attached.*
4. *Crane Make and Model. Potain MDT 219, J10*
5. *Proposed schedule for the crane encroachment. January 1, 2023 to December 1, 2023.*

Best,

Jason Berning PE / LEED AP
307-699-3733



From: Brian Lenz <btlenz@townofjackson.com>
Sent: Monday, November 28, 2022 10:04 AM
To: Annette Langley <ALangley@jacksonwy.gov>; berningpm@gmail.com; Town of Jackson Planning
Department <planning@jacksonwy.gov>
Cc: Paul Anthony <panthony@jacksonwy.gov>; Lea Colasuonno <lcolasuonno@jacksonwy.gov>;

'Morgan Jaouen' <morgan@jacksonholehistory.org>

Subject: RE: Crane Agreement - Jackson Hole Historical Society & Museum

Jason –

Because these crane agreements pertain to encroachments within the right-of-way, they should be submitted as Encroachment Agreements. Encroachment Agreements have their own specific application, [Encroachment Agreement Application](#). The application form, LOA, and the items that I included in the email to you on November 11 need to be included in the application, included below.

Jason –

Please turn in an Encroachment Agreement Application to the Planning Department with the following:

1. *Property owner*
2. *Brief narrative of what you are requesting, specifically whether the crane will be located within the public right-of-way or just swinging above it.*
3. *Plan sheet(s) to scale showing the crane base and swing radius and the surrounding properties/right-of-way*
4. *Crane Make and Model*
5. *Proposed schedule for the crane encroachment.*

As we discussed this is a new process and we appreciate your patience while we implement and improve the process.

Thank you,

Brian

From: Annette Langley <ALangley@jacksonwy.gov>

Sent: Monday, November 28, 2022 8:53 AM

To: berningpm@gmail.com; Town of Jackson Planning Department <planning@jacksonwy.gov>

Cc: Brian Lenz <btlenz@townofjackson.com>; Paul Anthony <panthony@jacksonwy.gov>; Lea

Colasuonno <lcolasuonno@jacksonwy.gov>; 'Morgan Jaouen' <morgan@jacksonholehistory.org>

Subject: RE: Crane Agreement - Jackson Hole Historical Society & Museum

Hi Jason,

Please send over the agreement with the application, as currently there isn't enough in the submittal to disperse to the review team. Once received, we'll get this under review and scheduled for Town Council.

Thank you,

Annette Langley
Planning Coordinator
Town of Jackson
PO Box 1687
Jackson, WY 83001
307-733-0440 x 1304
www.jacksonwy.gov



[Sign Up for the Town's Newsletter!](#)

From: berningpm@gmail.com <berningpm@gmail.com>
Sent: Monday, November 28, 2022 7:09 AM
To: Town of Jackson Planning Department <planning@jacksonwy.gov>
Cc: Brian Lenz <btlenz@townofjackson.com>; Paul Anthony <panthony@jacksonwy.gov>; Lea Colasuonno <lcolasuonno@jacksonwy.gov>; 'Morgan Jaouen' <morgan@jacksonholehistory.org>
Subject: Crane Agreement - Jackson Hole Historical Society & Museum

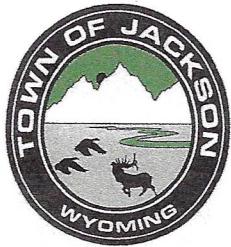
Good morning TOJ Planning,

Attached is the Jackson Hole Historical Society & Museum's miscellaneous planning application for a crane agreement on their project at 175 E Broadway. The project schedule is to erect the crane in mid-January. The goal of this application is to first confirm a scheduled date with elected officials and between now and the scheduled council meeting work together on a final draft of the agreement to approve. We are in final review of the agreement and will be sending over an edited version. At first pass it appears we can collectively meet the insurance requirements and the majority of the other requirements but will have a few suggested edits. Please let us know if you have any questions and provide a general idea on when the museum can be scheduled on the Council's agenda. Thank you.

Best,

Jason Berning PE / LEED AP
307-699-3733





ENCROACHMENT AGREEMENT APPLICATION
Planning & Building Department
Planning Division

150 E Pearl Ave. ph: (307) 733-0440
P.O. Box 1687 fax: (307) 734-3563
Jackson, WY 83001 www.townofjackson.com

OWNER OF PROPERTY:

Name: Jackson Hole Historical Society & Museum Phone: 307-733-2414
Mailing Address: PO Box 1005, Jackson, WY 83001 ZIP: 83001
E-mail: morgan@jacksonholehistory.org

APPLICANT/AGENT:

Name: Jason Berning, Berning Project Management Phone: 307-699-3773
Mailing Address: PO Box 485, Victor, ID 83455 ZIP: 83455
E-mail: berningpm@gmail.com

DESIGNATED PRIMARY CONTACT:

Owner _____ Applicant/Agent

PROPERTY:

Physical Address of Property: 175 E Broadway
Lot, Subdivision: Lot 6, Genevae Block Addition
PIDN: Downtown Core District 2
Description of Public Right-of Way: Broadway & Willow

SUBMITTAL REQUIREMENTS. One(1) digital copy of the application package (this form, plus all applicable attachments) should be submitted to the Planning Department via email to planning@jacksonwy.gov 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.

Have you attached the following?

N/A **Application Fee.** Fees are cumulative. Applications for multiple types of permits, or for multiple permits of the same type, require multiple fees. See the currently adopted Fee Schedule in the Administrative Manual for more information.

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. If the owner is a partnership or corporation, proof that the owner can sign on behalf of the partnership or corporation is also required. Please see the Letter of Authorization template in the Administrative Manual for a sample.

Narrative Description of the Request. Provide a detailed narrative description explaining the use of the noted public right-of-way.

Exhibit. Provide an exhibit (picture, drawings, maps, plans) of the use of the noted public right-of-way including dimensions of requested encroachment.

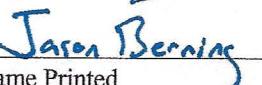
FORMAT:

The main component of any application is demonstration of compliance with all applicable Land Development Regulations (LDRs) and Resolutions.

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. 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 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 the Town of Jackson to enter upon the abovementioned property during normal business hours, after making a reasonable effort to contact the owner/applicant prior to entering.


Signature of Owner or Authorized Applicant/Agent


Name Printed


11/29/22

Date


Owners Representative
Title

LETTER OF AUTHORIZATION

Jackson Hole Historical Society and Museum, "Owner" whose address is: PO Box 1005
Jackson, WY 83001

(NAME OF ALL INDIVIDUALS OR ENTITY OWNING THE PROPERTY)

, as the owner of property

more specifically legally described as:

22-41-16-27-3-35-006 - Lot 6 Plat 001412 - Genevieve Block Addition

(If too lengthy, attach description)

HEREBY AUTHORIZES Jason Berning

as

agent to represent and act for Owner in making application for and receiving and accepting on Owners behalf, any permits or other action by the Town of Jackson, or the Town of Jackson Planning, Building, Engineering and/or Environmental Health Departments relating to the modification, development, planning or replatting, improvement, use or occupancy of land in the Town of Jackson. Owner agrees that Owner is or shall be deemed conclusively to be fully aware of and to have authorized and/or made any and all representations or promises contained in said application or any Owner information in support thereof, and shall be deemed to be aware of and to have authorized any subsequent revisions, corrections or modifications to such materials. Owner acknowledges and agrees that Owner shall be bound and shall abide by the written terms or conditions of issuance of any such named representative, whether actually delivered to Owner or not. Owner agrees that no modification, development, platting or replatting, improvement, occupancy or use of any structure or land involved in the application shall take place until approved by the appropriate official of the Town of Jackson, in accordance with applicable codes and regulations. Owner agrees to pay any fines and be liable for any other penalties arising out of the failure to comply with the terms of any permit or arising out of any violation of the applicable laws, codes or regulations applicable to the action sought to be permitted by the application authorized herein.

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.

OWNER:

Morgan A. J. Givens

(SIGNATURE) (SIGNATURE OF CO-OWNER)

Title: *Executive Director* Jackson Hole Historical Society & Museum

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

STATE OF Wyoming

)

COUNTY OF Teton

)

)
SS.

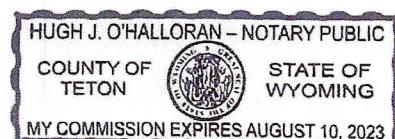
The foregoing instrument was acknowledged before me by Hugh J. O'Halloran this 22nd day of June, 2021.

WITNESS my hand and official seal.

(Seal)

Hugh J. O'Halloran
(Notary Public)

My commission expires:



SA BON EDITIONS INC/SA BON EDITIONS INC, a California Nonprofit Foundation, and MASTERS OF USE — PLAYING & PRACTICING GUITAR IN TUNING GUITAR TUNING, 2020

Potain MDT 219 J10 Tower Crane (Operated)
217' Max Jib Configuration
Max Capacity at Broadway = 11550 (15400)
Max Height of 159'

LOT 4, GENEVIEVE BLOCK ADDITION
SHANE CABIN FF EL=6240.75±
KARIN CABIN FF EL=6240.75±

SELF ERCTING CRANE PAD (25'x25')
NEW MUSEUM BUILDING FF EL=6240.75±

MUSEUM COURTYARD AND INTRY AREA

ADA RAMP

STORMWATER DISCHARGE: 3" SCH 40 AT 1% MIN SLOPE FROM STORMWATER DETENTION TANK

BURIED STORMWATER DETENTION VAULT TO RECEIVE ROOF STORM DRAINAGE. 1500 GALLON PRECAST TANK WITH RESTRICTED OUTLET.

POTENTIAL PULL OUT LANE - TO BE CONFIRMED WITH TOJ

GRADING PLAN
SCALE: 1"=10' (24x36')

BROADWAY AVE.

6238.2' **6237.8'** **6237.6'** **6235'** **6236'** **6235.5'** **6236.5'** **6237.5'** **6238.4'** **6239.2'** **6239.3'** **6239.6'** **6239.7'** **6240'** **6240.1'** **6240.2'** **6240.3'** **6240.4'** **6240.5'** **6240.6'** **6240.7'** **6240.8'** **6240.9'** **6241.0'** **6241.1'** **6241.2'** **6241.3'** **6241.4'** **6241.5'** **6241.6'** **6241.7'** **6241.8'**

3-1-21_SD SET

◎ 2012年第11期總第116期 116

HGA

420 North 5th Street, Suite 100
Minneapolis, Minnesota 55401
Telephone 612.758.4000

CIVIL
NELSON ENGINEERING
P.O. BOX 1599
JACKSON, WY 83001
307-733-2087

LANDSCAPE
HGA
STRUCTURAL ENGINEER

**CHANICAL / ELECTRICAL /
PLUMBING / FIRE
PROTECTION**

LIGHTING HGA



JACKSON
HOLE
HISTORICAL
SOCIETY
& MUSEUM

GRADING PLAN

DATE: MARCH 01, 2021
SCHEMATIC DESIGN

C201