



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: February 8, 2023

Item #: P23-030

Planner: Tyler Valentine

Phone: 733-0440 ext. 1305

Email: tvalentine@jacksonwy.gov

Owner:

Town of Jackson
PO Box 1687
Jackson, WY 83001

Applicant:

Nelson Engineering
PO Box 1599
Jackson, WY 83001

REQUESTS:

The applicant is submitting a request for an optional Pre-Application Conference with staff for the property located at 3001 Rangeview Dr., legally known as LOTS 29 & 100 COTTONWOOD PARK, RANGEVIEW NEIGHBORHOOD (RANGEVIEW PARK) PIDN: 22-40-16-06-2-09-027

For questions, please call Tyler Valentine at 307-733-0440 x1305, or email to the address shown to the left. Thank you.

Please respond by: March 1, 2023 (with Comments)

RESPONSE: For Departments not using Trak-it, please send responses via email to:
planning@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 processed 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: _____

Physical Address: _____

Lot, Subdivision: _____

PIDN: _____

PROPERTY OWNER.

Name: _____

Phone: _____

Mailing Address: _____

ZIP: _____

E-mail: _____

APPLICANT/AGENT.

Name, Agency: _____

Phone: _____

Mailing Address: _____

ZIP: _____

E-mail: _____

DESIGNATED PRIMARY CONTACT.

Property Owner

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: _____ Phone: _____
Mailing Address: _____ ZIP: _____
E-mail: _____

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
 Use Permit
 Development Option or Subdivision Permit
 Interpretations of the LDRs
 Amendments to the LDRs
 Relief from the LDRs
 Environmental Analysis

This pre-application conference is:
 Required
 Optional
 For an Environmental Analysis
 For grading

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?

n/a Application Fee. Go to www.townofjackson.com/204/Pre-Application.com for the fees. **exempt - public entity**
 n/a 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.

Signature of Owner or Authorized Applicant/Agent

Date

Name Printed

Title

February 7th, 2023

JK/22-255

Town of Jackson (ToJ)
Planning & Building Department-Planning Division
150 E. Pearl Ave.
PO Box 1687
Jackson, WY 83001

ATTN: ToJ Planning Dept.
RE: PAP Conference for ToJ Rangeview Well House and Well #9 Completion

To Whom it May Concern,

Please find attached Pre-application (PAP) for the ToJ Rangeview Well House and Well #9 Completion project being submitted on behalf of the Town of Jackson. This is being submitted as an optional PAP request as agreed to by Town Engineer and Town Planning Director to document the process/reviews that will be expected for the approval of the project, including any applicable exemptions. A grading pre-application will come later, if determined necessary.

The existing site is flat (<5% slope) and consists of unoccupied irrigated lawn within the existing park limits. The project is located on the northern most portion of Rangeview Park in west Jackson. The project consists of construction of a 816 s.f. utility building, installation of below-grade utilities to connect existing Well #9 to the ToJ public water system, and exterior improvements. The building will house necessary control, treatment, electrical and stand-by power to ensure safe and reliable water supply to the Town's water system. Attached to this application are existing and final site plans along with building renderings describing the project.

The attached layout and renderings have been pre-approved by Teton County Parks & Recreation Director and Pathways Coordinator, as well as the Cottonwood Park Subdivision HOA Board Chair. In order to remain consistent with adjacent zoning, the building has been set back from adjacent property line 20 feet; this requires relocation of the existing bike path and park irrigation systems.

Please don't hesitate to contact me should you have questions or concerns regarding the application and information provided.

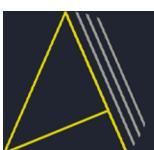
Sincerely,



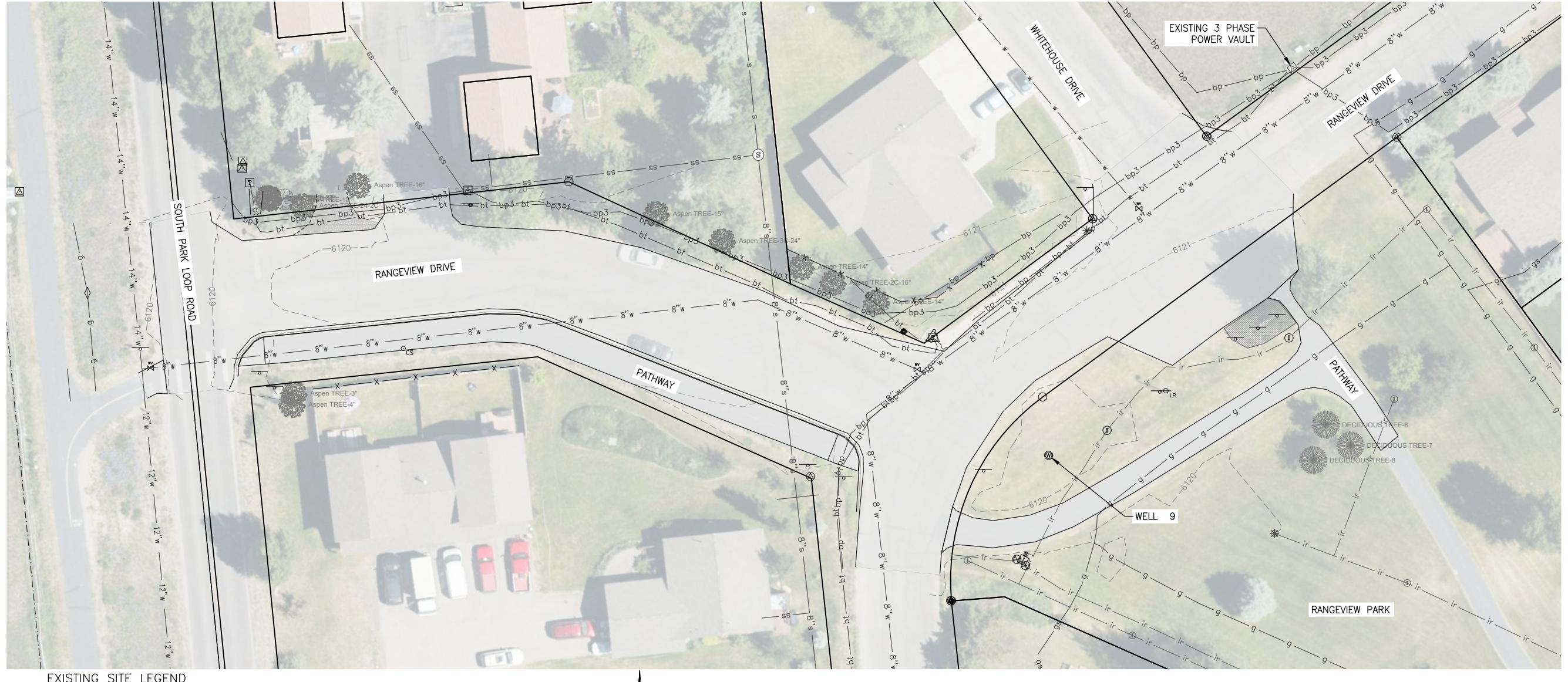
Josh Kilpatrick, PE
Civil Project Manager
jkilpatrick@nelsonengineering.net

2214 - RANGEVIEW WELL HOUSE SCHEMATIC DESIGN DRAWINGS

02/06/2023



**2214 - RANGEVIEW WELL HOUSE
SCHEMATIC DESIGN DRAWINGS
02/06/2023**



EXISTING SITE LEGEND

—	PROPERTY LINE
—	EASEMENT
—	BUILDING SETBACK
—	INDEX CONTOUR
—	MINOR CONTOUR
—	bp bp
—	BURIED POWER
—	bp3 bp3
—	BURIED POWER 3-PHASE
—	bt bt bt
—	BURIED TELEPHONE
—	g g g
—	BURIED GAS SERVICE
—	ss ss
—	SEWER SERVICE (APPROX. LOCATION)
—	s s
—	SEWER MAIN (APPROX. LOCATION)
—	ws ws
—	WATER SERVICE (APPROX. LOCATION)
—	w w w
—	WATER MAIN (APPROX. LOCATION)
—	x x x
—	FENCE
—	x x x
—	IRON FENCE
—	FLOWLINE GUTTER
—	GRAVEL AREA
—	ASPHALT
—	ASPHALT PATHWAY
—	CONCRETE
—	LANDSCAPE AREA

□	ELECTRICAL TRANSFORMER
○	FOUND REBAR
Ⓐ	FOUND REBAR AND CAP
○	SANITARY SEWER MANHOLE (APPROX.)
□	TELEPHONE PEDESTAL
○ _{cs}	CURBSTOP
○	WATER WELL
△	WATER VALVE
◊	GAS MARKER
①	IRRIGATION CONTROL VALVE
①	IRRIGATION BOX
*	SPRINKLER
—	SIGN
○ _{lp}	LIGHTPOLE
●	ASPEN
●	FIR
●	DECIDUOUS TREE
— CC —	BURIED COMMUNICATIONS

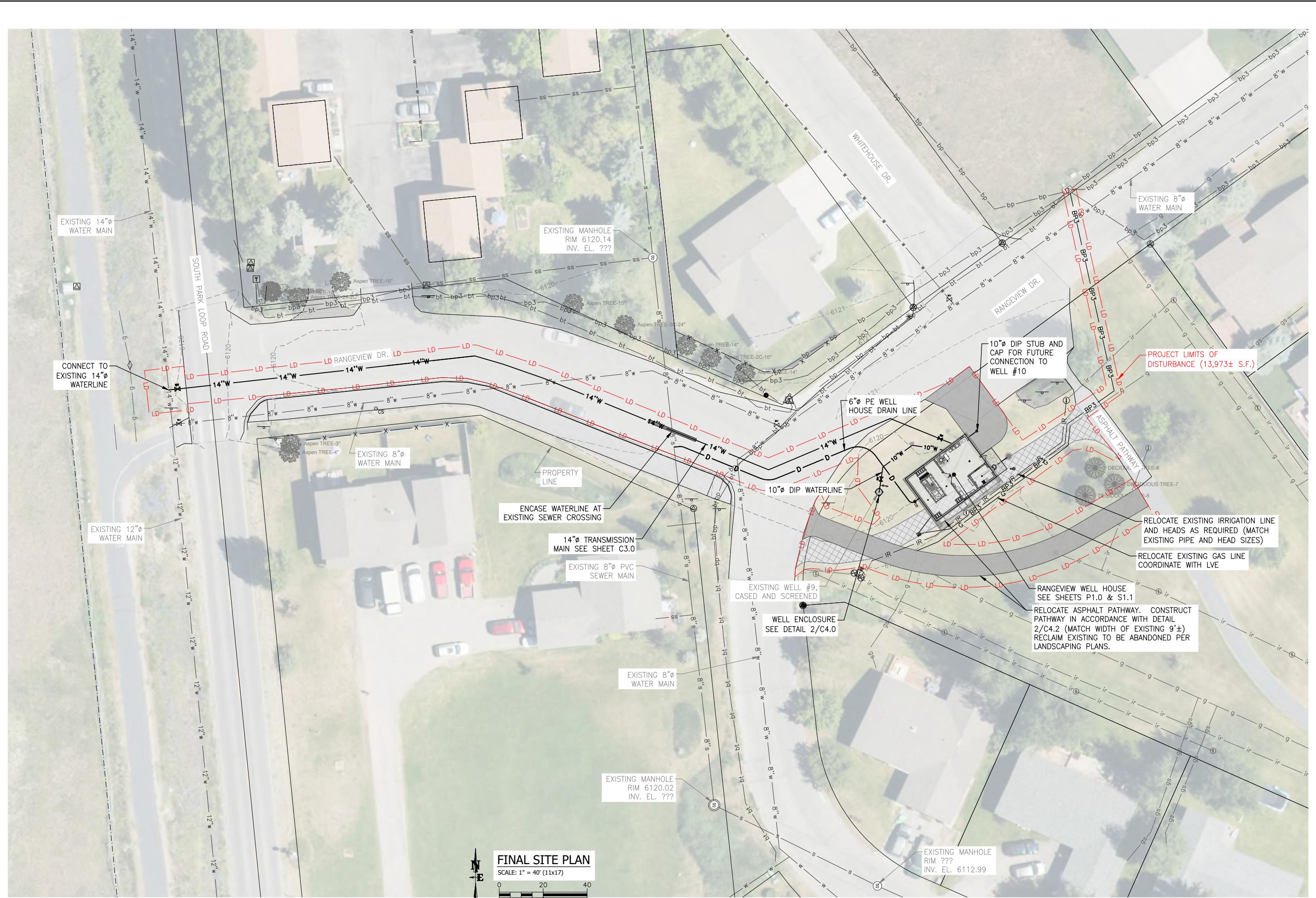
**NELSON
ENGINEERING**

P.O. BOX 1599, JACKSON WYOMING (307) 733-2087

DATE	01/25/2023
SURVEYED	✓
ENGINEERED	JK
DRAWN	JK
CHECKED	JK
APPROVED	

DRAWING TITLE
EXISTING SITE PLAN

JOB NO. 23-255-01
RANGEVIEW WELL HOUSE &
WELL NO. 9 COMPLETION
TOWN OF JACKSON, WY



NELSON ENGINEERING

80

DRAWING NO.		RANGEVIEW WELL HOUSE &	
C2.0		FINAL SITE PLAN	
JOB NO.		WELL NO. 9 COMPLETION	
22-255-01		TOWN OF JACKSON, WY	
DRAFTING TITLE			
P. O. BOX 1599, JACKSON WYOMING (307) 733-2087			
Nelson Engineering			
APPROVED			
CHECKED			
DRAWN			
ENGINEERED			
SURVEYED			
APPROVED			
JK			
BIG/JK			
N/A			







