



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: April 11, 2023 | REQUESTS: |
| Item #: P23-076 | |
| Planner: Tyler Valentine | The applicant is submitting a request for a Basic Use Permit for heavy retail/service use for the property located at 1675 Berger Lane, known as LOT 4, M-B SUBDIVISION LEASED BY MOUNTAIN BELL PIDN: 22-40-16-06-1-02-003 |
| Phone: 733-0440 ext. 1305 | For questions, please call Tyler Valentine at 733-0440, x1305 or email to the address shown below. Thank you. |
| Email: tvalentine@jacksonwy.gov | |
| Owner Hoke & Co., Elizabeth S 201 Trust PO Box 130 Wilson, WY 83014 | |
| Applicant Cornelius Kinsey, Kinsey LLC PO Box 12258 Jackson, WY 83002 | |
| Please respond by: April 25, 2023 (Sufficiency) May 2, 2023 (with Comments) | |

Hoke & Co., Elizabeth S 201 Trust
PO Box 130
Wilson, WY 83014

Cornelius Kinsey, Kinsey LLC
PO Box 12258
Jackson, WY 83002

RESPONSE: For Departments not using SmartGov, please send responses via email to:
planning@jacksonwy.gov



PLANNING PERMIT APPLICATION
Planning & Building Department

150 E Pearl Ave. | ph: (307) 733-0440
P.O. Box 1687 | 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: Roadhouse Warehouse
Physical Address: 1675 Berger Lane
Lot, Subdivision: Lot 4, M-B Subdivision leased by Mountain Bell PIDN: 22-40-16-06-1-02-003

PROPERTY OWNER.

Name: Hoke & Co., LLC & Elizabeth S. 201 Trust Phone: 690.6026
Mailing Address: P.O. Box 130, Wilson, WY ZIP: 83014-0130
E-mail: hoke@wyoming.com

APPLICANT/AGENT.

Name: Cornelius Kinsey - Kinsey, LLC Phone: 413.2485
Mailing Address: P.O. Box 12258, Jackson, WY ZIP: 83002
E-mail: kinseycornelius@yahoo.com

DESIGNATED PRIMARY CONTACT.

Property Owner Applicant/Agent

TYPE OF APPLICATION. Please check all that apply; review the type of application at www.townofjackson.com/200/Planning

| | | |
|---|--|---|
| Use Permit | Physical Development | Interpretations |
| <input checked="" type="checkbox"/> Basic Use | <input type="checkbox"/> Sketch Plan | <input type="checkbox"/> Formal Interpretation |
| <input type="checkbox"/> Conditional Use | <input type="checkbox"/> Development Plan | <input type="checkbox"/> Zoning Compliance Verification |
| <input type="checkbox"/> Special Use | <input type="checkbox"/> Design Review | Amendments to the LDRs |
| Relief from the LDRs | Subdivision/Development Option | <input type="checkbox"/> LDR Text Amendment |
| <input type="checkbox"/> Administrative Adjustment | <input type="checkbox"/> Subdivision Plat | <input type="checkbox"/> Map Amendment |
| <input type="checkbox"/> Variance | <input type="checkbox"/> Boundary Adjustment (replat) | Miscellaneous |
| <input type="checkbox"/> Beneficial Use Determination | <input type="checkbox"/> Boundary Adjustment (no plat) | <input type="checkbox"/> Other: _____ |
| <input type="checkbox"/> Appeal of an Admin. Decision | <input type="checkbox"/> Development Option Plan | <input type="checkbox"/> Environmental Analysis |

PRE-SUBMITTAL STEPS. To see if pre-submittal steps apply to you, go to 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 and select the relevant application type for submittal requirements.

Have you attached the following?

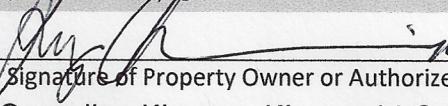
Application Fee. Fees are cumulative. Go to www.townofjackson.com/200/Planning and select the relevant application type for the fees.

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 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

Cornelius Kinsey - Kinsey, LLC

Name Printed

10 April 2023

Date

Agent

Title

KINSEY ARCHITECT

Paul Anthony
Town of Jackson Planning and Building
150 East Pearl Avenue
Jackson, WY 83001

10 April 2023

Dear Paul,

The applicant, Hoke & Co, LLC & Elizabeth S. 201 Trust is requesting a Basic Use Permit (BUP) for 1675 Berger Lane. A BUP has not been issued for this property.

BACKGROUND:

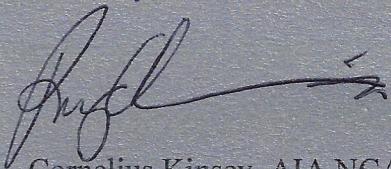
The metal storage building with ancillary office space was built in 1977 for Mountain Bell. An addition was added in the 1980's for the rear building. The building is currently 12,013 sq. ft, with 3,140 sq. ft. of that total as ancillary office space. The building will remain as Heavy Retail/Service which is a Basic Use allowed in the BP zoning. All of the parking and Affordable Workforce Housing requirements should be grandfathered since the building was built before the LDR's

REQUEST:

The applicant respectfully requests the BUP for the Heavy Retail/Service and the 3,140 sq. ft. of ancillary office space.

Thank you for your assistance with this request. Please contact me should you have any questions or concerns regarding this request.

Sincerely,



Cornelius Kinsey, AIA NCARB
Enc.
Executed Planning Application
Exhibits A0.3, A1.1, & A2.1 (site and floor plans)
Letter of Authorization
Summary Table of LDR compliance



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

Hoke & co., LLC & Hoke, Elizabeth S. 201 Trust

Being duly sworn, deposes and says that Elizabeth S. Hoke is the owner in fee of the premises located at:
Name of property owner as listed on deed

Address of Premises: 1675 Berger Lane

Legal Description: Lot 4, M-B Subdivision leased by Mountain Bell

Please attach additional sheet for additional addresses and legal descriptions

And, that the person named as follows: Name of Applicant/agent: Kinsey, LLC - Cornelius Kinsey

Mailing address of Applicant/agent: P.O. Box 12258, Jackson, WY 83002

Email address of Applicant/agent: kinseycornelius@yahoo.com

Phone Number of Applicant/agent: 413.2485

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 in 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) BUP

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.

Elizabeth Hoke
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

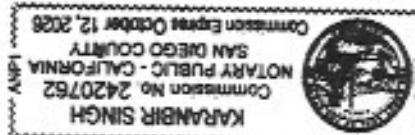
STATE OF California)

COUNTY OF San Diego) SS.

The foregoing instrument was acknowledged before me by Elizabeth Hoke this 5th day of April 2023. WITNESS my hand and official seal.

Singh
Notary Public

My commission expires: 01/12/2026



| Table of LDR Compliance | | | |
|--------------------------------------|---------------------|-----------------|-----------------|
| General Standard | LDR Standard | Existing | Proposed |
| Floor Area Ratio (FAR) | | | |
| Landscape Surface Ratio (LSR) | | | |
| Height (<5/12 Pitch) | | | |
| Front Setback | | | |
| Side Setback | | | |
| Side Setback | | | |
| Rear Setback | | | |
| Parking Spaces | | | |
| Other? | | | |
| Comments: | | | |



LOT LINE
ADJACENT LOT LINE
EASEMENT LINE
SETBACK LINE
SECTION LINE OR SIXTEENTH LINE
IRRIGATION DITCH

SITE NOTES

- GENERAL CONTRACTOR TO REMOVE ONLY REEFS AND VEGETATION VERIFIED BY THE OWNER. ALL REMAINING TREES MUST BE PROTECTED AGAINST ALL PHASES OF CONSTRUCTION.
- GENERAL CONTRACTOR TO MAINTAIN SITE THROUGHOUT THE COURSE OF THE PROJECT BY:
 - REPAIRING ALL RIPS CAUSED BY EQUIPMENT, SPILLS, OR OTHER EARTH-RELATED SCARRING.
 - REPAIRING OR REPLACEMENT OF ALL SCARRED, BROKEN, OR OTHERWISE DAMAGED TREES DUE TO CONSTRUCTION.
 - EXERCISE ROUTINE PERIODIC REMOVAL OF ALL RUPLES.
- THE CONTRACTOR SHALL MINIMIZE THE DISTURBANCE OF THE EXISTING GRADE. THE CONTRACTOR SHALL VERIFY WITH THE OWNER ALL STAGING AREAS AND METHODS OF STORAGE.
- GENERAL CONTRACTOR IS RESPONSIBLE FOR COORDINATE TAPPING INTO, INSTALLATION AND VERIFYING LOCATION OF ALL NECESSARY SITE UTILITIES INCLUDING POWER, WATER, SANITARY, CABLE, PHONE ETC. GENERAL CONTRACTOR TO COORDINATE ALL UTILITY FEES AND SERVICES WITH THE OWNER.
- ANY DISRUPTED SOIL TO BE FINISH GRADED & RAKED TO ACHIEVE A UNIFORM SURFACE. ALL FINISH GRADE TO BE FREE OF ROCKS AND SOLID DEBRIS GREATER THAN 3/4" DIAMETER AND CONSISTING OF NATIVE SOIL CHARACTERISTICS. NO TWIGS, STICKS, OR NON-SOIL MATERIAL SHALL BE INCLUDED IN THE FINISH BEING PREPARED FOR LANDSCAPING.
- ALL EXCESS EXCAVATED MATERIAL TO BE TRUCKED OFF SITE WITH THE EXCEPTION OF ANY NECESSARY BACKFILL MATERIAL OR POTENTIAL LANDSCAPING MATERIAL FOR THE BURNS. CONTRACTOR TO PROVIDE LOCATION TO LIMIT AMOUNT OF LAWN DAMAGE. STOCKPILE LOCATION TO BE DETERMINED BY GENERAL CONTRACTOR WITH APPROVAL FROM OWNER AND SHALL INCORPORATE ALL EROSION CONTROL METHODS AND TECHNIQUES AS PRESCRIBED BY TETON COUNTY, WY.
- SITE PLAN IS BASED SOLELY UPON THE SULSON PARK SUBDIVISION PLAT AND LANDS LYING WITHIN SECTION 26, T42N, R17W IN ACCORDANCE WITH THE APPROVED DEVELOPMENT PLAN.
- URING CONSTRUCTION CONTRACTOR SHALL OBSERVE THE PROJECT SITE FOR THE GROWTH OF NOXIOUS WEEDS. THE GROWTH OF NOXIOUS WEEDS SHALL BE REPORTED TO THE TETON COUNTY WEED AND PEST DISTRICT OFFICE CONTRACTOR AND OWNER SHALL IMPLEMENT WEED CONTROL PROGRAM TO CONTROL NOXIOUS WEEDS.
- DURING THE COURSE OF CONSTRUCTION MAKE PERIODIC INSPECTIONS OF EROSION CONTROL STRUCTURES. MAKE NECESSARY REPAIRS TO INSURE PROPER SEDIMENT CONTAINMENT AND EROSION CONTROL.

SITE PLAN NOTES

- THE CONTRACTOR AND INSPECTOR WILL FIELD VERIFY THE EXISTING ACCESSIBLE ROUTE BETWEEN THE EXISTING ACCESSIBLE PARKING AND BUILDING ENTRANCE DOES NOT EXCEED A 5% RUNNING SLOPE AND 2% CROSS SLOPE AS REQUIRED BY IIC 041 AND ICC 117-17 SECTION 405.3. IF THE EXISTING ACCESSIBLE ROUTE IS NOT COMPLIANT, THE CONTRACTOR WILL UPDATE AS REQUIRED.

FAR AND LSR RATIO INFORMATION

ZONING: RR
MIN. LSR = 15
FLOOR AREA RATIO = .41
LOT COVERAGE = N/A
MIN. STREET SETBACK = 20'-0"
MIN. SIDE YARD = 10'-0"
MIN. REAR YARD = 20'-0"
MAX. HEIGHT = 35'-0"
MAX. STORIES = 2

MIN. LSR
1.39 ACRES * 43,560 * .15 = 9,082.26 SQ. FT.
CURRENT LANDSCAPED AREA = 9,125.62 SQ. FT.
PROPOSED RECLAMED AREA = 0 SQ. FT.
TOTAL LANDSCAPE AREA = 9,125.62 SQ. FT.

FAR
1.39 ACRES * 43,560 * .41 = 24,824.84 SQ. FT.
CURRENT SQ. FT. = 12,018.85 SQ. FT.
PROPOSED SQ. FT. = 0 SQ. FT.
TOTAL SQ. FT. = 12,018.85 SQ. FT.

KINSEY, LLC.
P.O. BOX 12258 • 1070 ELK RUN UNIT 60
JACKSON, WY 83002 PH # 307.413.2485

OWNERSHIP & USE OF DOCUMENTS
DRAWINGS & SPECIFICATIONS, AS INSTRUMENTS OF PROFESSIONAL SERVICE, ARE AND SHALL REMAIN PROPERTY OF THE ARCHITECT. THESE DOCUMENTS ARE NOT TO BE USED IN WHOLE OR IN PART FOR ANY PROJECT OR PURPOSES WHATSOEVER, WITHOUT THE PRIOR SPECIFIC WRITTEN AUTHORIZATION OF THE ARCHITECT, KINSEY LLC.

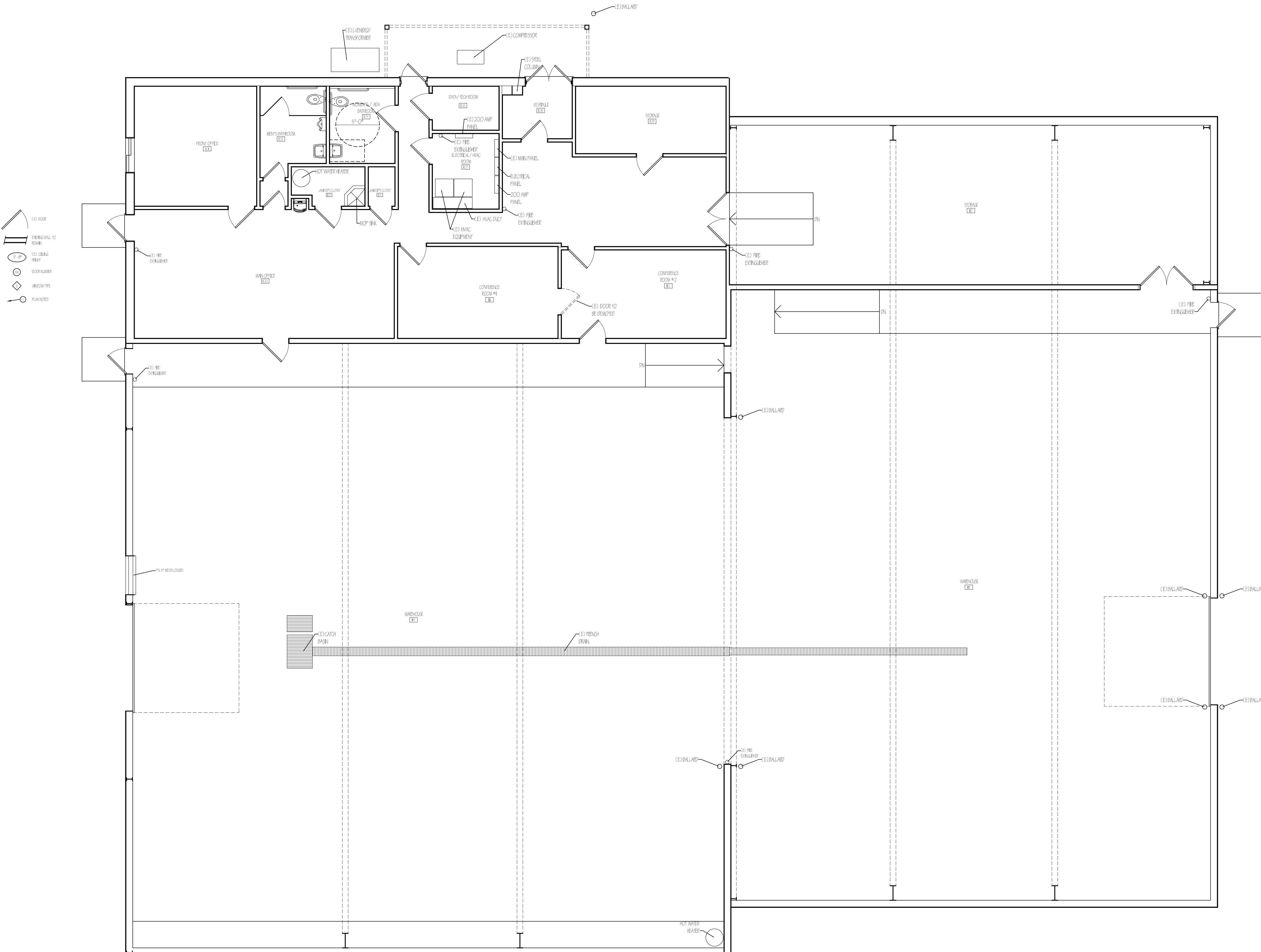
PROJECT NUMBER
HOKE & CO - THE FINE DINING GROUP
1675 BERGER LANE
JACKSON, WY

REVISIONS

BASIC USE PERMIT

SHEET NAME
SITE PLAN
SCALE
1" = 20'-0"
DATE
9 APRIL 2023

A0.3



① EXISTING PLAN
SCALE: 3/16" = 1'-0"

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P.O. BOX 12258 • 1070 ELK RUN UNIT 60
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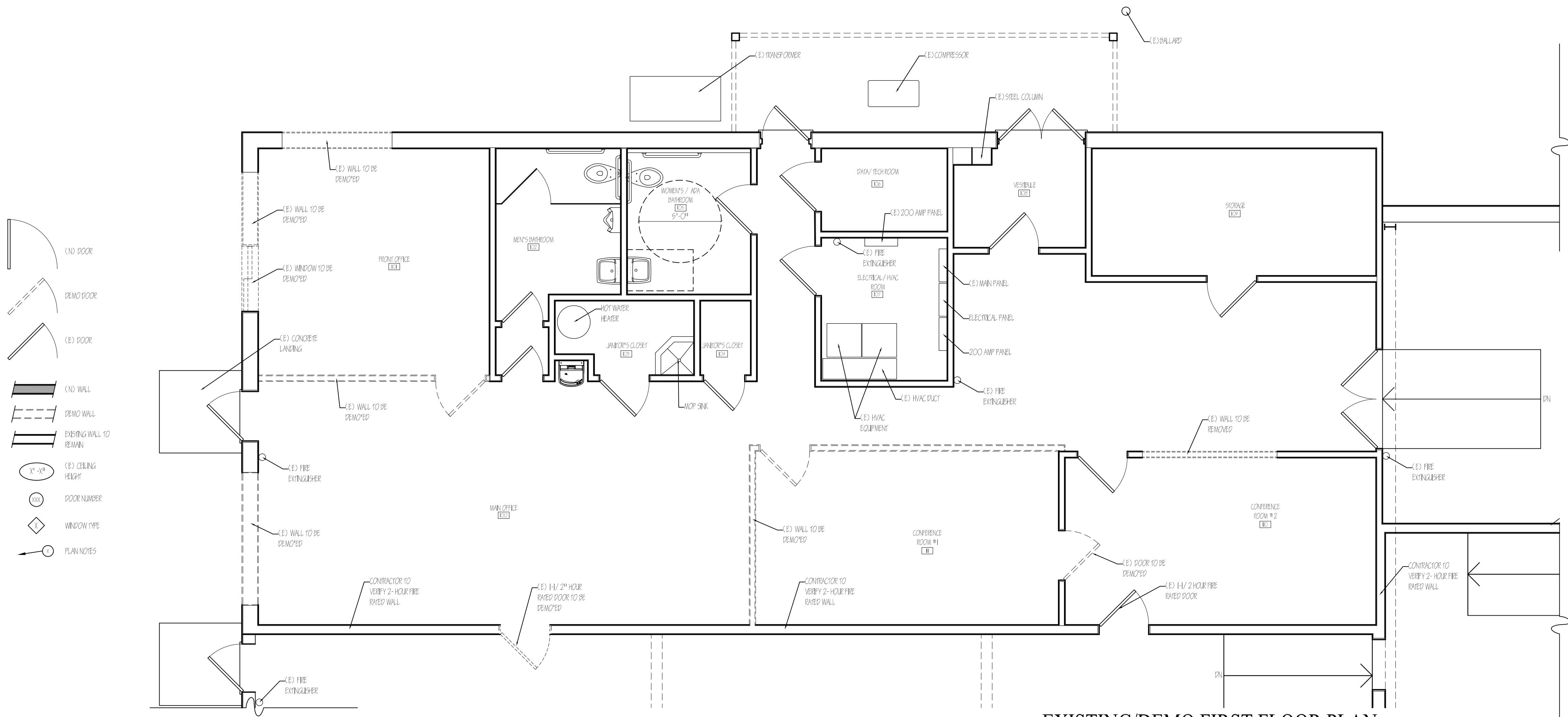
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REVISIONS

BASIC USE PERMIT

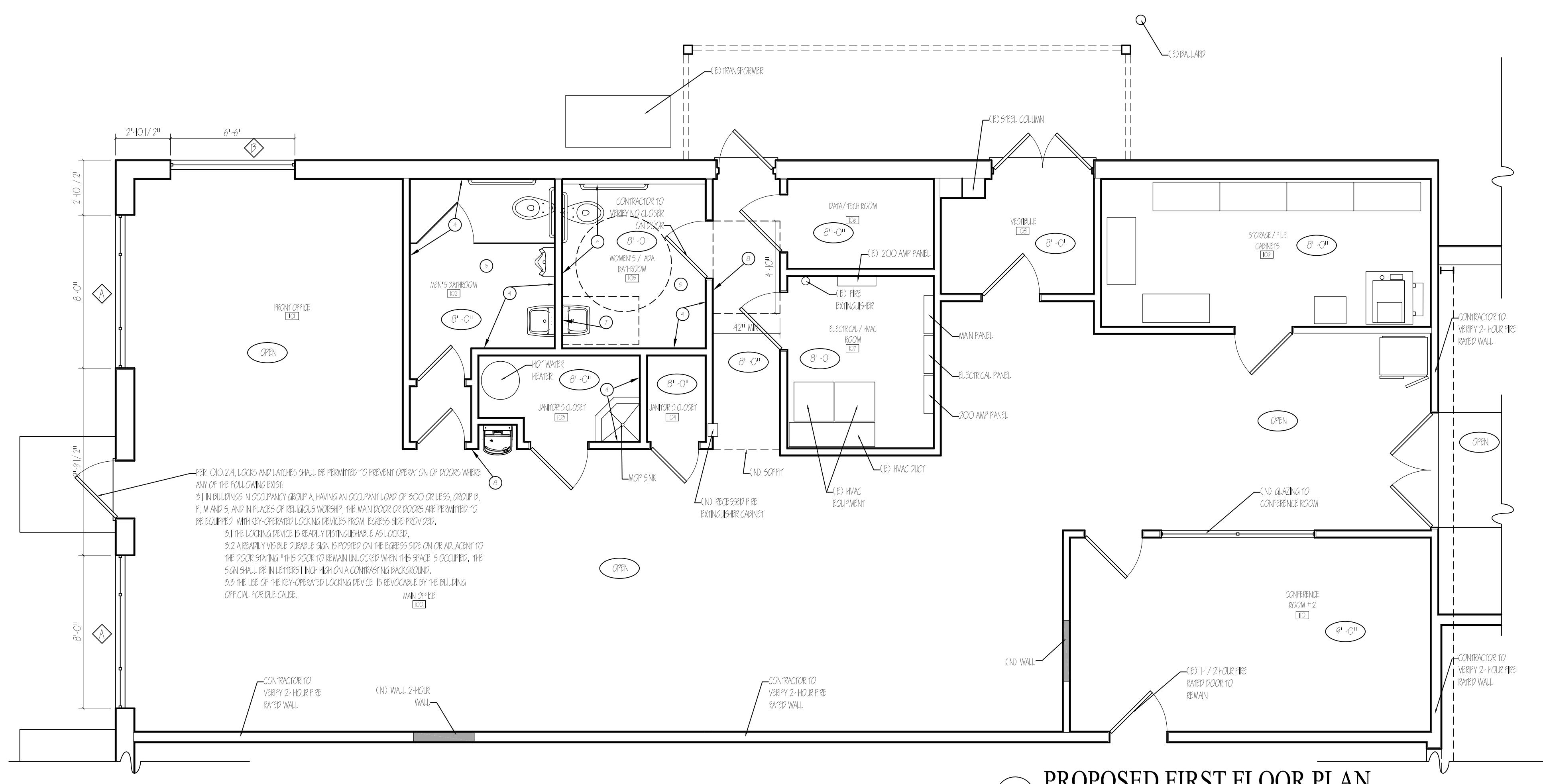
SHEET NAME
EXISTING FLOOR PLAN
SCALE
3/16" = 1'-0"
DATE
9 APRIL 2023

A1.1



1 EXISTING/DEMO FIRST FLOOR PLAN

1 SCALE: 1/4" =



PROPOSED FIRST FLOOR PLAN

∠ SCALE: 1/4" =

PLAN NOTES

USE APPROVED PRESSURE-PRESERVATIVE-TREATED WOOD SUITABLE FOR GROUND CONTACT PER IBC 2303.1.9
ALL CONFORM TO AWPA UI AND M4

PARTICLE BOARD SHALL CONFORM TO ANSI A208.1. PARTICLE BOARD SHALL BE IDENTIFIED BY THE GRADE MARK
OR CERTIFICATE OF INSPECTION ISSUED BY AN APPROVED AGENCY. FLOOR UNDERLayment SHALL CONFORM TO
PE PBU OF ANSI A208.1.

TILE BOARD TO BE HARDIE BOARD EZ GRID WITH QUARTZ LOCK² GROUT - COLOR TO BE DETERMINED BY OWNER
PER IBC 1210.2.2, WALLS WITHIN TWO FEET OF THE SERVICE SINKS, URINALS, AND TOILETS WILL HAVE A SMOOTH,
HARD, NONABSORBENT SURFACE EXTENDING TO A HEIGHT OF FOUR FEET WITHIN TWO FEET OF THESE ELEMENTS,
PER IBC 1210.2.1, FLOOR IN THE BATHROOMS SHALL BE A SMOOTH, HARD, NONABSORBENT SURFACE WITH A BASE
EXTENDING TO A HEIGHT OF FOUR INCHES.

PER 1209.2 AN OPENING NOT LESS THAN 20" BY 30" SHALL BE PROVIDED TO ANY ATTIC AREA HAVING A CLEAR
HEIGHT OF OVER 30". CLEAR HEADROOM OF NOT LESS THAN 30" SHALL BE PROVIDED IN THE ATTIC SPACE AT OR
ABOVE THE ACCESS OPENING.

PER ICC A117.1-17 SECTION 603.3, WHERE MIRRORS ARE LOCATED ABOVE LAVATORIES, A MIRROR SHALL BE
LOCATED OVER THE ACCESSIBLE LAVATORY AND SHALL BE MOUNTED WITH THE BOTTOM EDGE OF THE REFLECTING
SURFACE 40" MAX. ABOVE THE FLOOR.

PER 1112.2, SIGNS REQUIRED IN SECTION 403.4 OF THE INTERNATIONAL PLUMBING CODE IDENTIFYING TOILET
ROOMS AND BATHROOMS SHALL BE VISUAL CHARACTERS, RAISED CHARACTERS AND BRAILLE COMPLYING WITH ICC A
1.1. WHERE PICTOGRAMS ARE PROVIDED AS DESIGNATIONS FOR TOILET ROOMS AND BATHING ROOMS, THE
PICTOGRAMS SHALL HAVE VISUAL CHARACTERS, RAISED CHARACTERS AND BRAILLE COMPLYING WITH ICC A117.1.

PER ICC A117.1-17 SECTION 604.9.3, DOORS TO THE ACCESSIBLE WATER CLOSETS WILL BE SELF-CLOSING WITH A
DOOR HANDLE ON EACH SIDE OF THE DOOR NEXT TO THE LATCH.

PER TABLE 803.13, INTERIOR WALL AND CEILING FINISH REQUIREMENTS FOR NONSPRINKLERED B OCCUPANCY
INTERIOR EXIT STAIRWAYS AND RAMPS AND EXIT PASSAGESWAYS CLASS A, CORRIDORS AND ENCLOSURES FOR EXIT
ACCESS STAIRWAYS AND RAMPS CLASS B, AND ROOMS AND ENCLOSED SPACES CLASS C.

KINSEY, LLC.
P.O. BOX 12258 • 1070 ELK RUN UNIT 60
JACKSON WY 83002 PH # 307 413 2485

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NUMBER
HIOKE & CO - THE FINE DINING GROUP
675 BERGER LANE
JACKSON, WY

REVISIONS

C USE PERMIT

NAME
PROPOSED FIRST
LOOR PLAN

SHEET

CORLETT

'=1'-0"

TRIL 2023

A2.1