



# 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 18, 2023

Item #: P23-078

Planner: Tyler Valentine

Phone: 733-0440 ext. 1305

Email: [tvalentine@jacksonwy.gov](mailto:tvalentine@jacksonwy.gov)

**Owner**

Monroe Partners Scott Lane LLC  
PO Box 8615  
Jackson, WY 83001

**Applicant**

Ward + Blake Architects  
PO Box 10399  
Jackson, WY 83002

**REQUESTS:**

The applicant is submitting a request for a Basic Use Permit for storage unit use for the property located at 150 Scott Lane, known as PT NW1/4SW1/4, SEC. 33, TWP. 41, RNG. 116  
PIDN: 22-41-16-33-3-00-005

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

**Please respond by:** **May 2, 2023 (Sufficiency)**  
**May 9, 2023 (with Comments)**

**RESPONSE:** For Departments not using SmartGov, please send responses via email to:  
[planning@jacksonwy.gov](mailto:planning@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: \_\_\_\_\_

Physical Address: \_\_\_\_\_

Lot, Subdivision: \_\_\_\_\_ PIDN: \_\_\_\_\_

**PROPERTY OWNER.**

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ ZIP: \_\_\_\_\_

E-mail: \_\_\_\_\_

**APPLICANT/AGENT.**

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ ZIP: \_\_\_\_\_

E-mail: \_\_\_\_\_

**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](http://www.townofjackson.com/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 #: \_\_\_\_\_ 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?

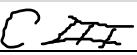
**Application Fee.** Fees are cumulative. Go to [www.townofjackson.com/200/Planning](http://www.townofjackson.com/200/Planning) and select the relevant application type for the fees.

**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](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.

  
Signature of Property Owner or Authorized Applicant/Agent

\_\_\_\_\_  
Date

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](http://www.jacksonwy.gov)

Date: 6/29/22

**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

Monroe Partners Scott Lane LLC

Being duly sworn, deposes and says that Monroe Partners Scott Lane LLC is the owner in fee of the premises located at:

Name of property owner as listed on deed

Address of Premises: 150 Scott Lane

**Legal Description:** PT NW1/4SW1/4, SEC. 33, TWP. 41, RNG. 116 (The page below shows the legal description from the warranty deed)

Please attach additional sheet for additional addresses and legal descriptions

And, that the person named as follows: Name of Applicant/agent: Ward + Blake Architects (Tom Ward/ Carl Lowder)

Mailing address of Applicant/agent: Po Box# 10399 Jackson, Wy 83002

Email address of Applicant/agent: carllowder@wardblake.com or tomward@wardblake.com

Phone Number of Applicant/agent: 307-733-6867

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

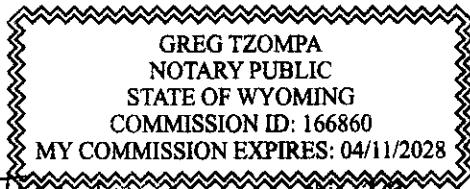
Demolition Permit       Other (describe) Planning Permit App/ Commercial Building Permit Application

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

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

COUNTY OF Teton



The foregoing instrument was acknowledged before me by Paula Lynn  
day of June, 2022. WITNESS my hand and official seal.

*Long 8/2*  
Notary Public

My commission expires: 4. 10. 2028

Jackson Hole Title and Escrow  
PO Box 921  
Jackson, Wyoming 83001-0921

GRANTOR: SOUTH PARK RANCHES INC  
GRANTEE: MONROE PARTNERS SCOTT LANE LLC  
Doc 1028756 Filed At 10:07 ON 11/24/21  
Maureen Murphy Teton County Clerk fees: 15.00  
By Vicki Carpenter Deputy Clerk

Space Above This Line for Recorder's Use Only

## WARRANTY DEED

File No.: 918116JAC (tlt)

**South Park Ranches, Inc., a Wyoming corporation**, GRANTOR(S), for Ten Dollars (\$10.00) and other good and valuable consideration in hand paid, receipt of which is hereby acknowledged, CONVEY(S) AND WARRANT(S) to

**Monroe Partners Scott Lane LLC, a Wyoming limited liability company**, GRANTEE(S),

whose mailing address is PO Box 8615, Jackson, WY 83002, the following described real estate, situated in the County of Teton, State of Wyoming, hereby releasing and waiving all rights under and by virtue of the Homestead Exemption Laws of the State of Wyoming, to-wit:

**That part of the NW $\frac{1}{4}$ SW $\frac{1}{4}$  of Section 33, T41N, R116W, 6th P.M., within the incorporated limits of the town of Jackson, Teton County, Wyoming described as follows:**

Beginning at the West one-quarter corner of said Section 33 where found a 2" galvanized steel pipe with brass cap inscribed "T41NR116W 1/4 S32/33 1956"; thence S. 00°09.5'W., 200.0 feet along the West line of said Section 33 to a point; thence S.88°57.5"E., 415.5 feet to a point; thence S.00°13.5"E., 200.0 feet to a point on the North line of said NW $\frac{1}{4}$ SW $\frac{1}{4}$ ; thence N.88°57.5'W., 415.8 feet along the said North line to the corner of beginning; each point being marked by a steel T-shaped stake 24" long with brass cap inscribed "SURVEY POINT DO NOT DISTURB RLS 164"; and identical with Tract 17 as shown on the J.G. Scott-James R. Simon Subdivision Planning Map.

State Identification Number 22-41-16-33-3-00-005

Including and together with all and singular the tenements, hereditaments, appurtenances and improvements thereon or thereunto belonging, but subject to taxes, reservations, covenants, encroachments, conditions, restrictions, rights-of-way and easements of record.

WITNESS the due execution and delivery of this Warranty Deed

this 15 day of November, 2021.

South Park Ranches, Inc., a Wyoming corporation

By: Judith Lynne Graham Baker  
Name: Judith Lynne Graham Baker  
Title: President

11/17/2021

By: Darleen Joan Graham  
Name: Darleen Joan Graham  
Title: Vice President

11/18/2021

By: Thais June Graham  
Name: Thais June Graham  
Title: Secretary

11/15/2021

April 17, 2023



## Narrative Project Description

**150 Scott Lane, Jackson, Wy 83001**

The existing buildings consist of a 15,736 square foot retail space and two storage buildings that are a total of 12,385 square feet on a 1.91-acre lot in the CR-3 zone. The structure being repurposed is identified as VB construction. The existing lot consists of mixed blue spruce, aspen, cottonwood, and semi-natural planted woodland to the north of the site.

We would like to repurpose 7,935 square feet of a 15,736 square foot retail shopping center into interior accessed storage units. Access to the remodeled space will be from the west of the site along Scott Lane. There will be a total of 57 storage units of varying sizes that will be accessed from 3 egress doors all existing. Each egress door will have a key code that is given to tenants of the storage space. Each storage space will have its own master lock that is keyed for the owner of that storage space only.

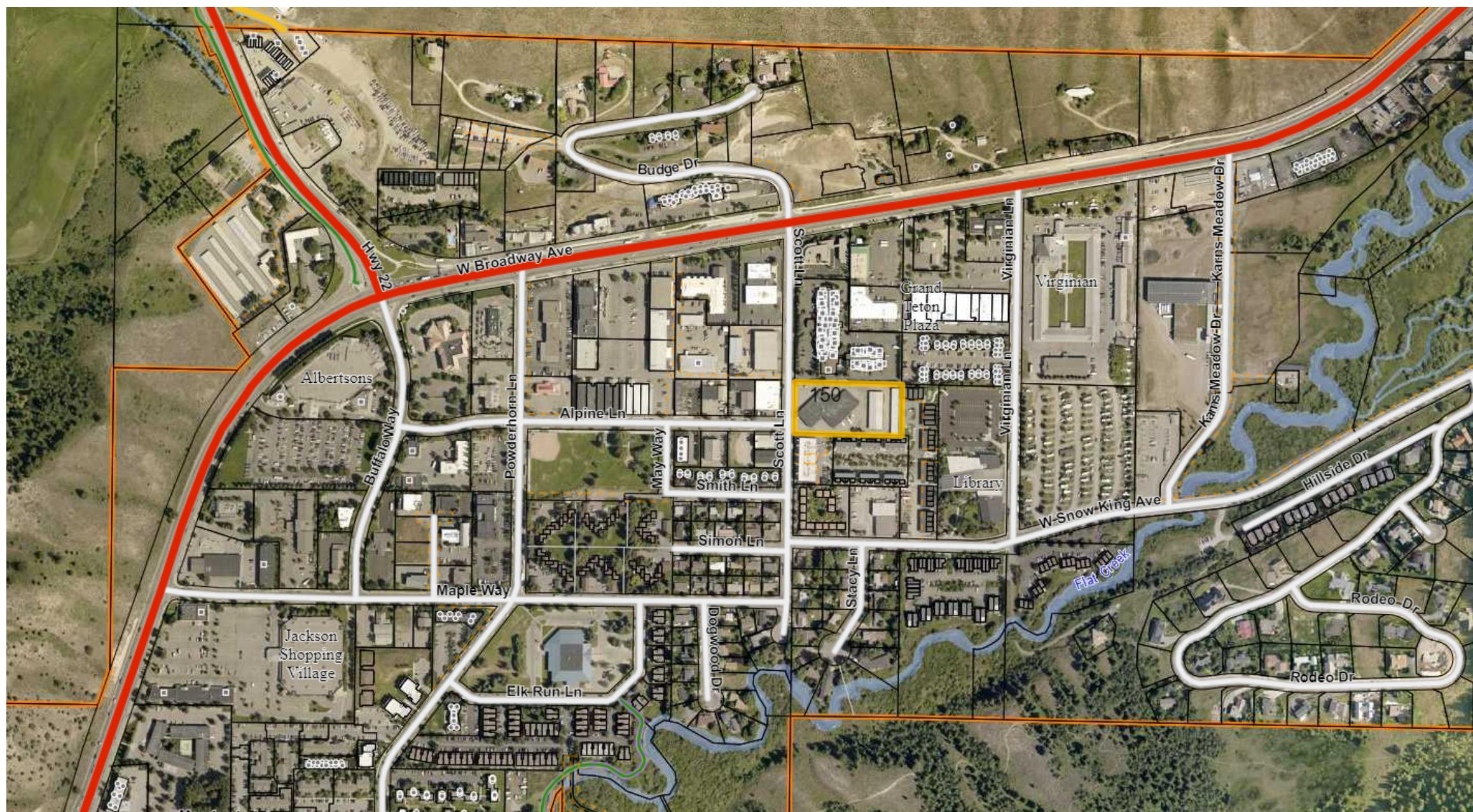
We will need a minimum of 38 parking spaces, which is satisfied by the existing 42 parking spaces that will remain on the property. There are 2 ADA parking spaces required based on the 42 parking spaces provided. We will convert one of the existing regular parking spaces to an ADA parking space along with the required aisle access that will serve both ADA parking spaces.

The building consists of a CMU exterior construction. All existing windows and doors not repurposed for egress will be demoed. These demoed openings will be patched with CMU to match existing and will have zero structural implications as every opening has a CMU bond beam header. There will be minor work on the roof, for a new rooftop unit for heating and cooling purposes. Any construction needed to hoist rooftop unit will be waterproofed. This single roof top unit will provide heat and cooling to keep the space at 68 degrees year-round. The whole building (including existing retail space) will be sprinkled, and the existing retail space will be retrofitted to be sprinkled. Retrofitting the existing retail space will just be a typical commercial hung sprinkler line as needed and will be similar in the storage space. The builder truss cavity is over the permitted height and will have a dry system for fire suppression. There will be a 1-hour wall between occupancies. Signs will be posted to permit any major flammables to be stored in each unit and will follow IBC standards for flammables allowed in a Storage occupancy. Insulation in the new space will meet code. We will add extra insulation where needed in the ceiling and furr-out CMU wall on the inside with a wood stud wall with insulation to meet the R-values needed.

The project consists of the following:

<b><u>Existing Area Calculations</u></b>	<b><u>Setbacks:</u></b>
Retail Space: 15,736 SF	Front/Rear Setback: 10 ft.
Storage Buildings: 12,385 SF	Side Setbacks: 5 ft.
<u>Total Habitable:</u> 28,121 SF	
<u>Total Existing:</u> 28,121 SF	
<b><u>Remodeled Area Calculations</u></b>	<b><u>FAR:</u></b>
Repurposed Retail Space: 7,935 SF	FAR Max: .4
<u>Total Existing:</u> 20,186 SF	$82,996(.4) = 33,199 \text{ SF}$
<u>Total Area:</u> 28,121 SF	Total Area (Max): 33,199 SF
<b><u>Allowable Building Height</u></b>	<b><u>Parking (Min) Existing Calculations</u></b>
42 ft.	Retail $(3.37/1000)(\text{SF}) =$ $(3.37/1000)(7,801) = 26.29 \text{ Parking Spaces}$
<b><u>Actual Building Height</u></b>	Mini-Storage Warehouse $1/10(\text{Storage Units}) + 1(\text{Employee}) =$ $1/10(39) + 1(1) = 4.9 \text{ Parking Spaces}$
13 ft. (Remodel)/16 ft. (Exist.)	
<b><u>Landscaping Calculations</u></b>	<b><u>Parking (Min) Remodeled Calculations</u></b>
Landscaping Surface Ratio: 10%	Mini-Storage Warehouse
$82,996(.01) = 8,299.6 \text{ SF}$	$1/10(\text{Storage Units}) + 1(\text{Employee}) =$
Total Landscaping Area: 17,238 SF	$1/10(57) + 1(1) = 6.7 \text{ Parking Spaces}$
	Parking (Min) Requirement: 37.89 Parking Spaces
	Parking Existing: 42
	Total Proposed Parking Spaces: 0 Parking Spaces
	<b><u>ADA Parking (Min) Remodeled Calculations</u></b>
	ADA Parking (Min) Requirement: 2 Parking Spaces
	ADA Parking Existing: 1 Parking Space
	Total Proposed ADA Parking Spaces: 1 Parking Space

GENERAL NOTES	
1) THIS PROJECT SHALL COMPLY WITH THE CURRENT VERSION OF THE INTERNATIONAL RESIDENTIAL CODE, AND / OR THE INTERNATIONAL BUILDING CODE, THE CURRENT VERSION OF THE TOWNS OR COUNTY COMPREHENSIVE PLAN, AND ANY OTHER AUTHORITY HAVING JURISDICTION. THE CONTRACTOR, SUBCONTRACTOR, OR TRADES PERSON SHALL NOTIFY THE ARCHITECT (IN WRITTEN FORM) SEVEN DAYS PRIOR TO BID OF ANY CODE VIOLATIONS. FAILURE TO DO SO DOES NOT RELIEVE THE CONTRACTOR OF THEIR RESPONSIBILITIES.	
2) CONTRACTOR SHALL COORDINATE ALL REQUIRED INSPECTIONS BY THE BUILDING AND FIRE DEPARTMENTS AND ANY OTHER GOVERNING AUTHORITIES HAVING JURISDICTION.	
3) CONTRACTOR SHALL PROVIDE ALL TEMPORARY UTILITIES, INCLUDING ELECTRICITY NECESSARY FOR CONSTRUCTION AND TEMPORARY SEPTIC FACILITIES, WHICH SHALL BE MAINTAINED ON SITE FOR THE DURATION OF CONSTRUCTION.	
4) ALL CONSTRUCTION DEBRIS IS TO BE STOCKPILED NEATLY ON SITE UNTIL DISPOSAL, WHICH SHALL BE DONE AT THE COUNTY LANDFILL OR RECYCLING FACILITY ONLY. NO DEBRIS ARE TO BE DISPOSED IN LOCAL WASTE COLLECTION FACILITIES. PUBLIC ROADS SHALL BE MAINTAINED AND REMAIN FREE OF MUD OR DUST, EQUIPMENT AND MATERIAL.	
5) CONTRACTOR SHALL INFORM ARCHITECT OF ANY AND ALL OWNER (OR OWNERS REPRESENTATIVE) REQUESTED CHANGE OR DIRECTIVES FOLLOWING OWNER (OR OWNERS REPRESENTATIVE) CONTRACTOR CONVERSATIONS. CONTRACTOR SHALL NOT PROCEED WITH OWNER (OR OWNERS REPRESENTATIVE) REQUESTED CHANGES OR DIRECTIVES WITHOUT PRIOR REVIEW FROM THE ARCHITECT.	
6) GIVEN DIMENSIONS TAKE PRECEDENCE OVER SCALE. CONTRACTOR SHALL TAKE EXTRA CAUTION AND REFER TO ARCHITECTURAL, STRUCTURAL, MECHANICAL, AND ELECTRICAL DRAWINGS PRIOR TO CONSTRUCTION. ALL DRAWINGS ARE THE CONTRACT DOCUMENTS. NOTIFY ARCHITECTS OF ANY DISCREPANCIES PRIOR TO BID.	
7) CONTRACTOR SHALL STORE ALL BUILDING MATERIALS IN ACCORDANCE WITH MANUFACTURER'S RECOMMENDATIONS.	
8) CONTRACTOR SHALL CONTROL DUST AND NOISE DURING CONSTRUCTION TO GREATEST EXTENT POSSIBLE.	
9) EXAMINATION OF BIDDING CONTRACT	
A. IF THE EXAMINATION OF THE CONTRACTOR AND EACH BIDDER TO THOROUGHLY EXAMINE ALL OF THE BIDDING DOCUMENTS, AND NOT LATER THAN SEVEN DAYS PRIOR TO THE BID DATE, SHALL MAKE A WRITTEN REQUEST TO THE ARCHITECT FOR INTERPRETATION OR CORRECTION OF ANY DISCREPANCIES, AMBIGUITIES, INCONSISTENCIES, OR ERRORS THEREIN. THE ARCHITECT WILL ISSUE AN INTERPRETATION OR CORRECTION AS AN ADDENDUM OR WRITTEN DIRECTIVE. ONLY A WRITTEN INTERPRETATION OR CORRECTION BY ADDENDUM SHALL BE BINDING. IF DISCREPANCIES, AMBIGUITIES, INCONSISTENCIES, OR ERRORS ARE NOT COVERED BY ADDENDUM OR WRITTEN DIRECTIVE, CONTRACTOR SHALL INCLUDE IN HIS BID, LABOR MATERIALS AND METHODS OF CONSTRUCTION RESULTING IN HIGHER COSTS. AFTER AWARD OF CONTRACT, NO ALLOWANCE OR EXTRA COMPENSATION WILL BE MADE ON BEHALF OF THE CONTRACTOR DUE TO HIS FAILURE TO MAKE THE WRITTEN REQUESTS AS DESCRIBED ABOVE.	
B. FAILURE TO REQUEST CLARIFICATION DURING THE BID PERIOD OF ANY INADEQUACY, OMISSION, DISCREPANCY, OR CONFLICT DOES NOT RELIEVE THE CONTRACTOR OF THEIR RESPONSIBILITIES. THE SIGNING OF THE CONTRACT WILL BE CONSIDERED AS IMPLICITLY DENOTING THAT THE CONTRACTOR HAS A THOROUGH COMPREHENSION OF THE FULL INTENT AND SCOPE OF THE BIDDING CONTRACT.	
10) ALIGN ALL VISIBLE EQUIPMENT (WHICH INCLUDES BUT IS NOT LIMITED TO, DIFFUSERS, OUTLETS, LIGHTS, SWITCHES, SMOKE DETECTORS, THERMOSTATS, FIRE PROTECTION, ETC) EQUALLY BETWEEN OR DIRECTLY WITH ARCHITECTURAL FEATURES (WINDOWS, DOORS, ETC) AND OTHER VISIBLE EQUIPMENT. REFRAME OR ADJUST STRUCTURAL FRAMING AS REQUIRED (CONTACT ARCHITECT PRIOR TO ADJUSTING FRAMING) IF POSSIBLE ADDITIONAL STRUCTURAL REQUIREMENTS; VERIFY ALL LOCATIONS WITH ARCHITECT PRIOR TO ROUGH-IN INSTALLATIONS OF ANY SYSTEM OR EQUIPMENT. ANY ADJUSTMENTS IN THE FIELD PER ARCHITECT'S DIRECTION MAY BE REQUIRED AND SHALL BE INCLUDED IN THE BID.	
11) ALL SUBMITTAL AND SHOP DRAWINGS SHALL BE 11" X 17" OR SMALLER FORMAT.	
12) THE CONTRACTOR SHALL CONDUCT PRE-CONSTRUCTION AND/OR PRE-INSTALLATION MEETINGS BASED ON THE CONSTRUCTION SCHEDULE TO REVIEW THE REQUIREMENTS OF THE CONTRACT, DETERMINE (AND POSSIBLY ADJUST) SEQUENCING, POSSIBLY ADJUST TRADE LOCATIONS AND TO RESOLVE ANY CONFLICTS OR CODE ISSUES. IT IS THE RESPONSIBILITY OF ALL TRADES INVOLVED TO HAVE KEY PERSONNEL PRESENT AT THESE MEETINGS. IF A TRADE IS NOT PRESENT AND ADDITIONAL WORK AND MATERIAL IS REQ'D OF THE TRADE, BASED ON INFORMATION DISCUSSED (THAT WAS UNFORESEEN BY THOSE PRESENT), THE TRADE WILL BEAR THESE COSTS WITHIN THEIR BID.	



VICINITY MAP

SHEET INDEX	
SHEET #	SHEET NAME
00 MISC	COVER SHEET
CS	
01 CIVIL	
SP1.0	EXISTING SITE PLAN
SP1.1	SITE PLAN
SP1.2	SITE DETAILS
03 ARCHITECTURAL	
A1.0	FOUNDATION PLAN
A1.1	FIRST FLOOR PLAN EXISTING
A1.2	FIRST FLOOR PLAN DEMO ENLARGED
A1.3a	FIRST FLOOR PLAN NEW
A1.3b	FIRST FLOOR PLAN NEW ENLARGED
A2.0a	ROOF PLAN
A2.1	FIRST FLOOR REFLECTED CEILING PLAN
A3.0	EXISTING ELEVATIONS
A3.1	DEMO ELEVATIONS ENLARGED
A3.2	NEW ELEVATIONS
A4.0	BUILDING SECTIONS
A4.1	BUILDING SECTIONS
A7.2	SCHEDULES
06 MECHANICAL	
M1.1	MAIN FLOOR MECHANICAL PLAN
08 ELECTRICAL	
E1.1	MAIN FLOOR LIGHTING PLAN

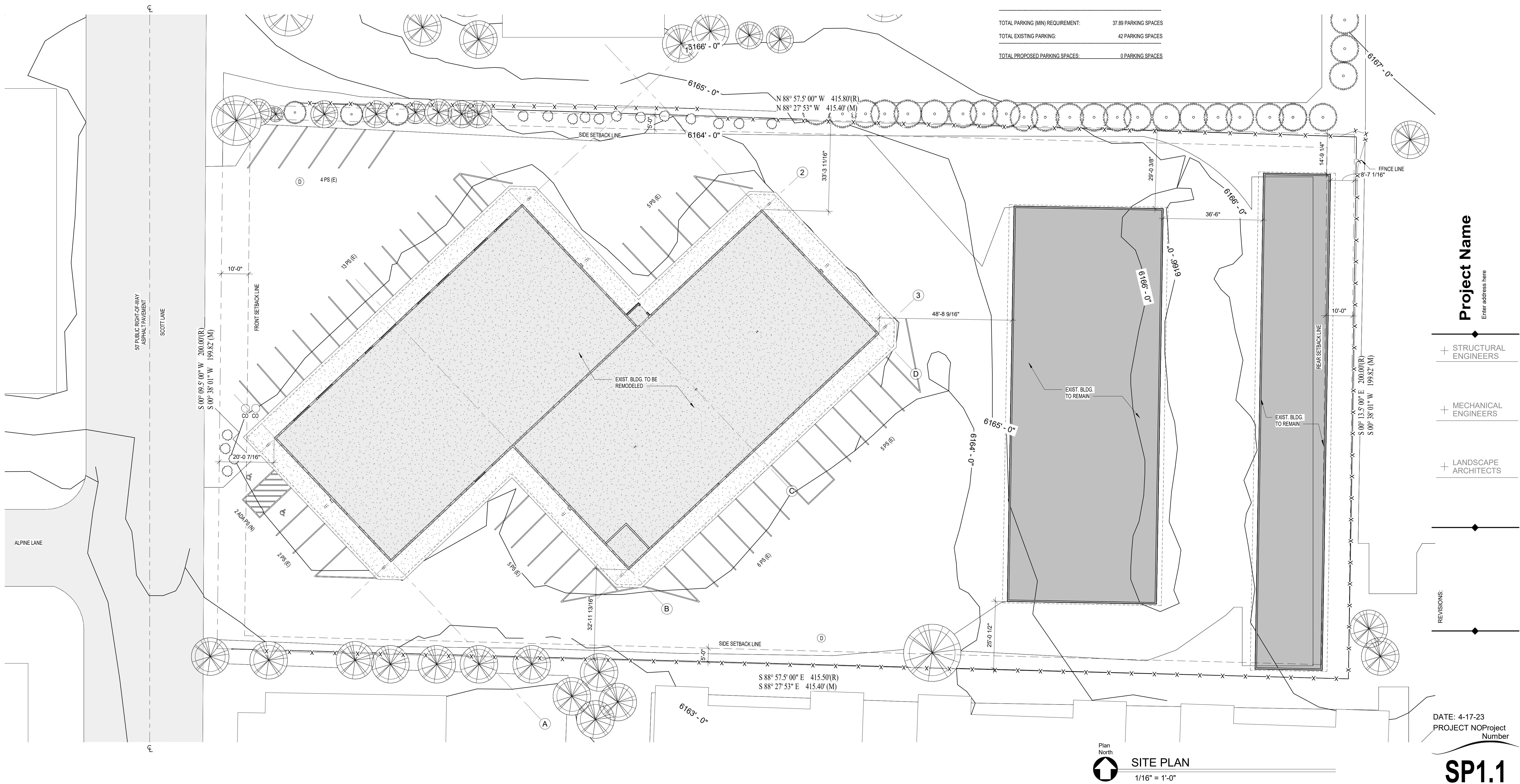
OWNER:	MONROE PARTNERS SCOTT LANE LLC
150 SCOTT LANE	JACKSON, WY, 83001
ZONING DISTRICT	CR-3
BUILDING OCCUPANCY/USE	M(EXISTING)/S(REMODEL)
LOT AREA	82,996 SQ. FT - 1.91AC.
TYPE	RETAIL (EXIST.)/MINI-STORAGE WAREHOUSE
TYPE OF CONSTRUCTION	VB
FIRE SPRINKLER	Y
EXISTING NO. OF STORIES	1
PROPOSED NO. OF STORIES	1
ALLOWABLE BUILDING HEIGHT	42 FT.
ACTUAL BUILDING HEIGHT	13 FT. (REMODEL) / 16 FT. (EXIST.)
EXISTING AREA CALCULATIONS	AREA (MAX) CALCULATIONS
RETAIL SPACE: 15,736 SF	FAR MAX: 0.40
STORAGE BUILDINGS: 12,385 SF	82,996(0.4)= 33,199 SF
TOTAL HABITABLE: 28,121 SF	TOTAL AREA (MAX): 33,199 SF
TOTAL EXISTING: 28,121 SF	
REMODELED AREA CALCULATIONS	LANDSCAPING CALCULATIONS
REMODELED RETAIL SPACE: 7,935 SF	LANDSCAPING SURFACE RATIO: 10%
TOTAL EXISTING: 20,186 SF	82,996(0.1)= 8,299.6 SF
TOTAL AREA: 28,121 SF	TOTAL LANDSCAPING AREA: 17,238 SF
PARKING (MIN) EXISTING CALCULATIONS	
RETAIL	
(3.37/1000) (SF) =	28.29 PARKING SPACES
(3.37/1000) (7,801) =	
MINI-STORAGE WAREHOUSE	
1/10(STORAGE UNITS) * 1(EMPLOYEE) =	4.9 PARKING SPACES
1/10 (39) * 1(1) =	
TOTAL EXIST. PARKING (MIN) REQUIREMENT:	31.19 PARKING SPACES
PARKING (MIN) REMODELED CALCULATIONS	
MINI-STORAGE WAREHOUSE	
1/10(STORAGE UNITS) * 1(EMPLOYEE) =	6.7 PARKING SPACES
1/10 (57) * 1(1) =	
TOTAL NEW PARKING (MIN) REQUIREMENT:	6.7 PARKING SPACES
TOTAL PARKING (MIN) REQUIREMENT:	37.89 PARKING SPACES
TOTAL EXISTING PARKING:	42 PARKING SPACES
TOTAL PROPOSED PARKING SPACES:	0 PARKING SPACES
ADA PARKING (MIN)	
MINIMUM NUMBER OF ADA SPACES	2 PARKING SPACES
TOTAL EXISTING ADA PARKING SPACES	1 PARKING SPACE
TOTAL NEW ADA PARKING SPACES	1 PARKING SPACE
TOTAL ADA PARKING SPACES	2 SPACES

# 150 SCOTT LANE STORAGE UNITS

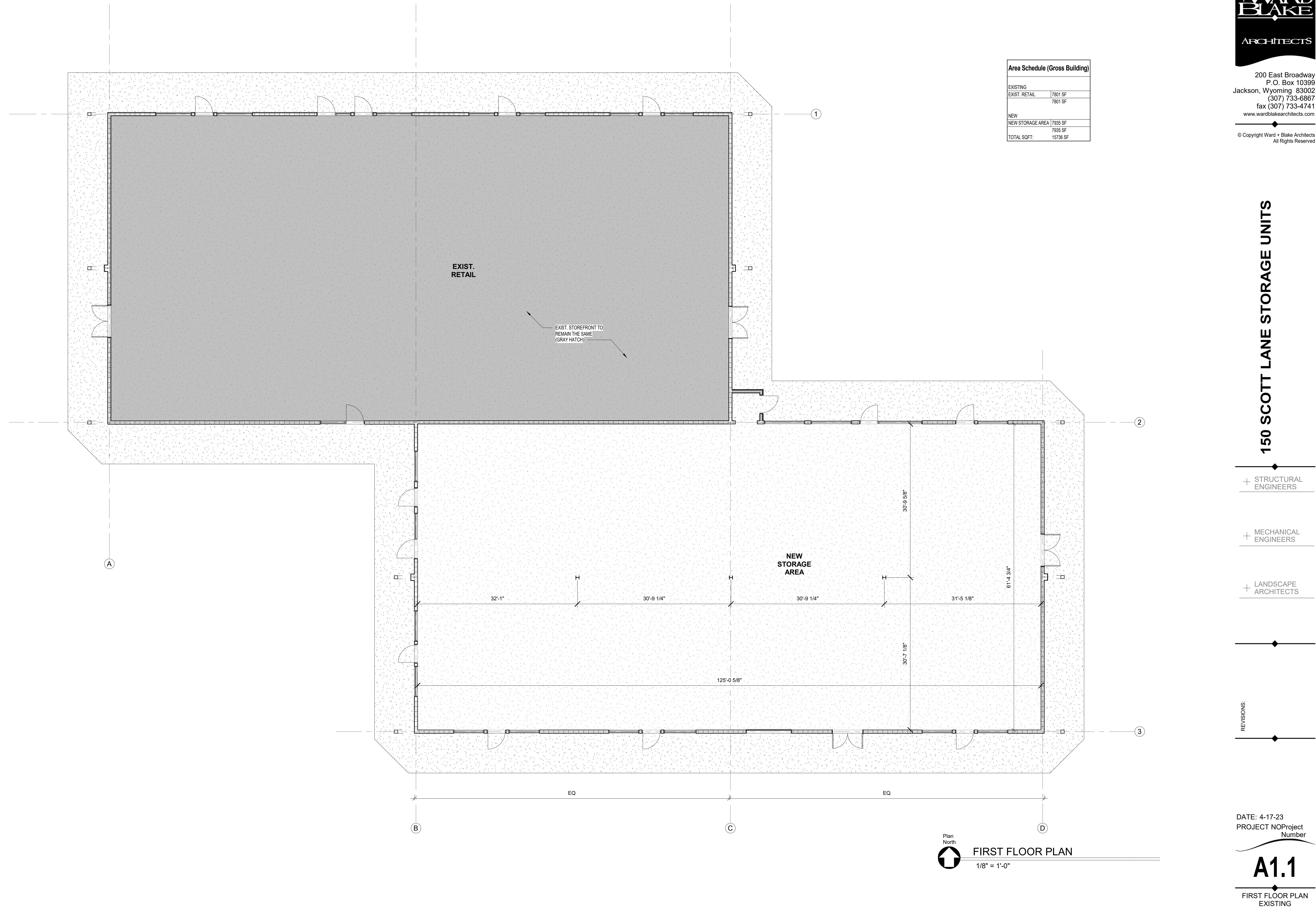
200 East Broadway  
P.O. Box 10399  
Jackson, Wyoming 83002  
(307) 733-6867  
fax (307) 733-4741  
www.wardblakearchitects.com

CODES UTILIZED	2021 INTERNATIONAL BUILDING CODE (STRUCTURAL) 2021 INTERNATIONAL RESIDENTIAL CODE 2021 INTERNATIONAL PLUMBING CODE 2021 INTERNATIONAL MECHANICAL CODE 2021 INTERNATIONAL FUEL GAS CODE 2020 NATIONAL ELECTRIC CODE 2021 INTERNATIONAL ENERGY CONSERVATION CODE TETON COUNTY COMPREHENSIVE PLAN
LANDSCAPING CONFORMING TO DIVISION 4100 OF THE TETON COUNTY LDR's	
EXTERIOR & SITE LIGHTING	
SEE ELEVATIONS FOR MOUNTING HEIGHTS AND LOCATIONS	
SEE FLOOR PLAN FOR LOCATIONS	
SEE LIGHT SCHEDULE FOR FIXTURE DESCRIPTIONS	
REVISIONS:	





**150 SCOTT LANE STORAGE UNITS**

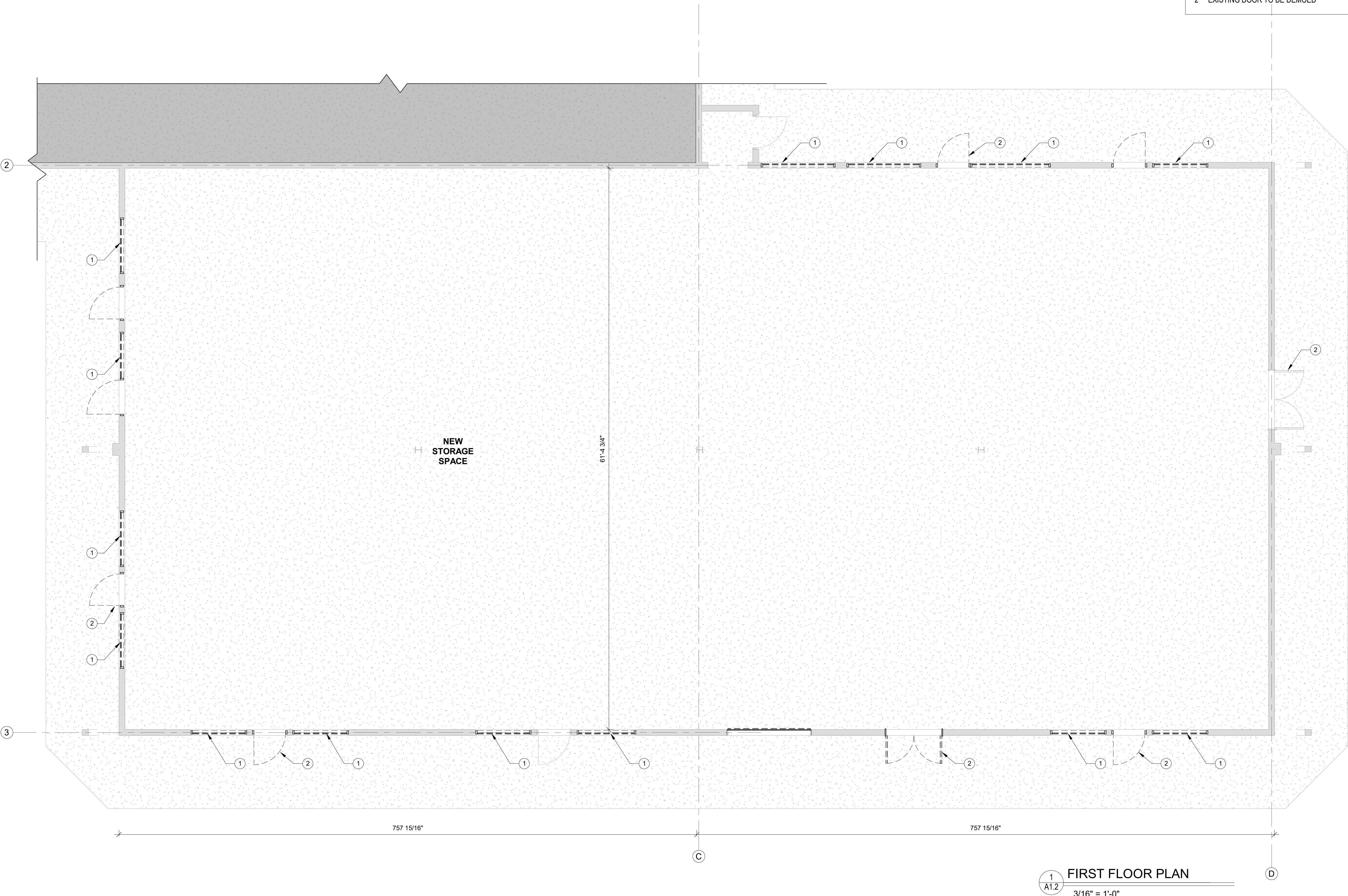


**GENERAL NOTES**

- PATCH EXISTING EXTERIOR WALLS WHERE WINDOWS ARE DEMOED. FLASH AND WATERPROOF ACCORDINGLY.
- INSULATE ALL PATCHED WALLS. SEE INSULATION SCHED.
- PATCH FLOOR TO MATCH EXISTING FLOOR FOR ANY DEMO THAT AFFECTS FLOORING.

**KEY NOTES**

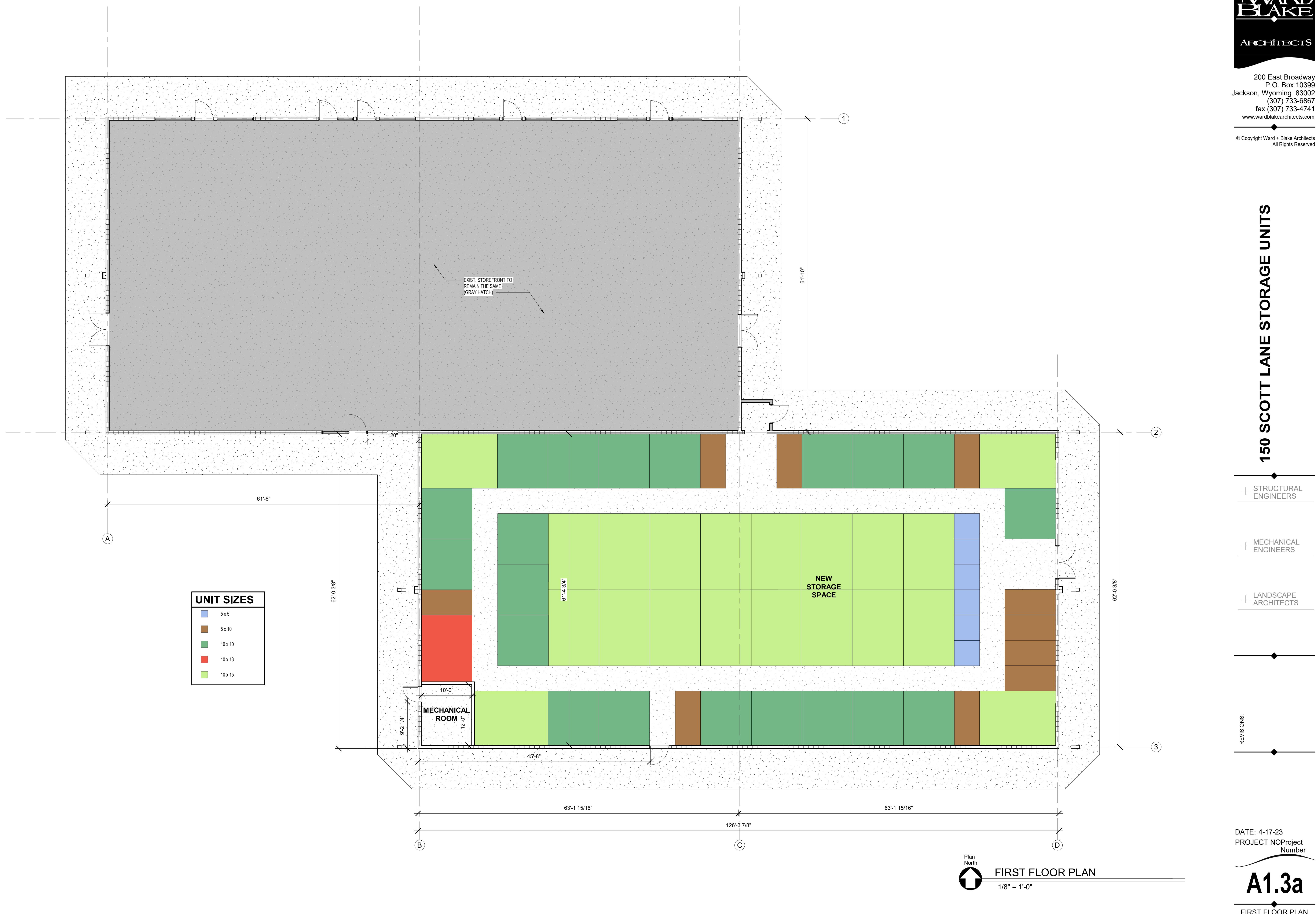
- 1 EXISTING WINDOW TO BE DEMOED
- 2 EXISTING DOOR TO BE DEMOED

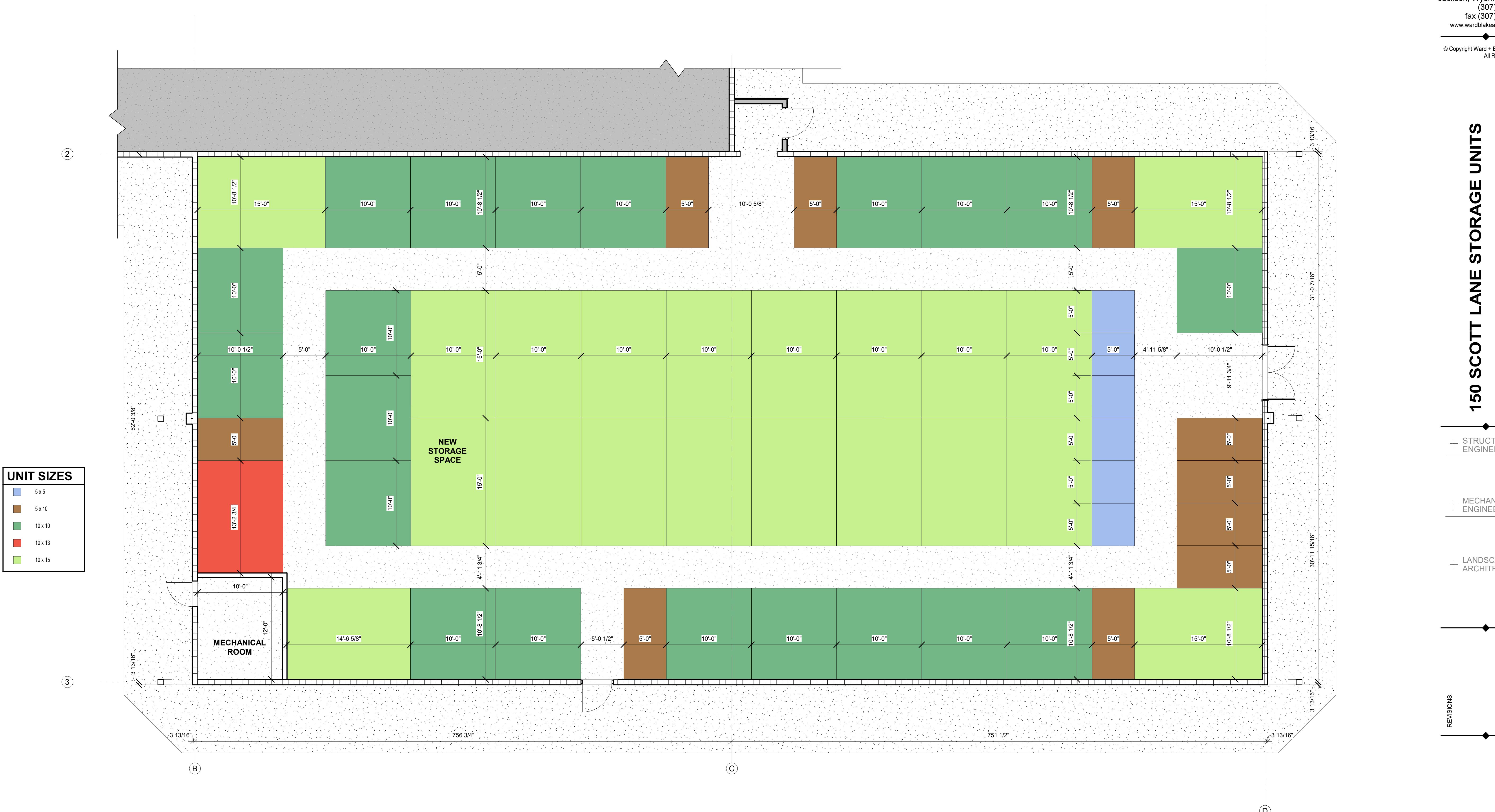


**A1.2**

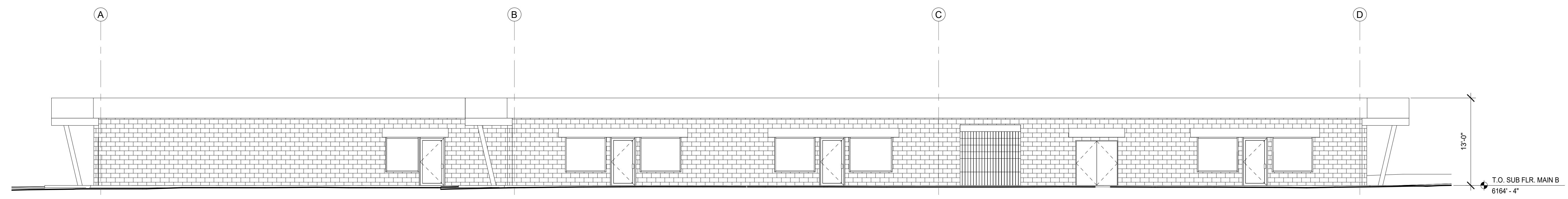
FIRST FLOOR PLAN  
DEMO ENLARGED

**150 SCOTT LANE STORAGE UNITS**

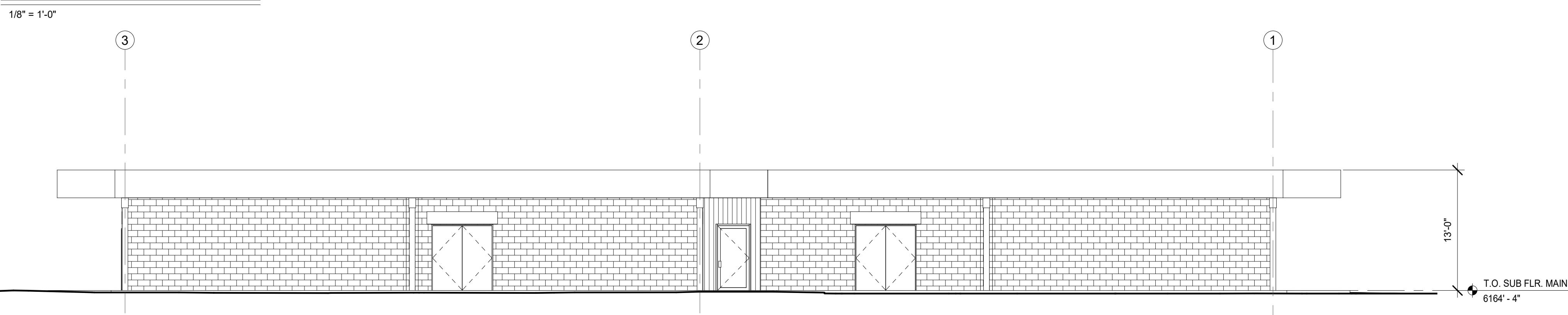




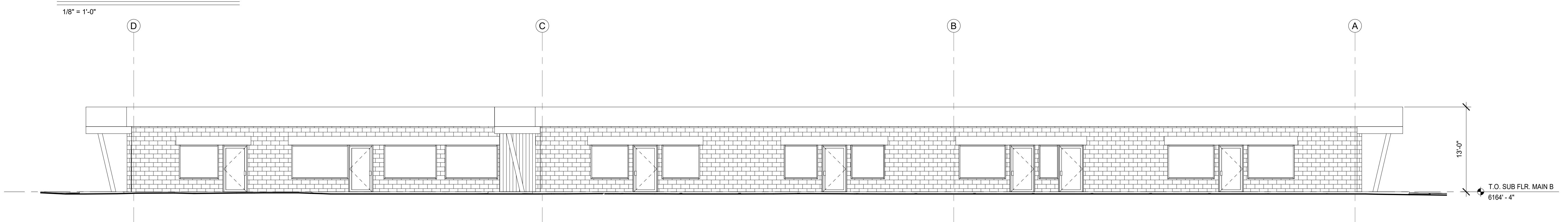
**150 SCOTT LANE STORAGE UNITS**



**SOUTHEAST ELEVATION  
EXISTING**



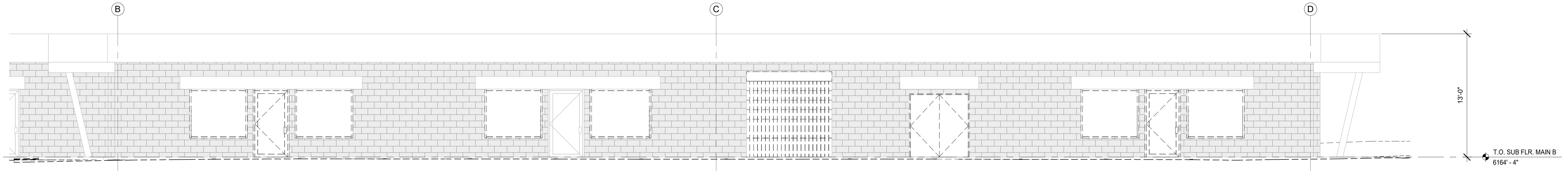
**NORTHEAST ELEVATION  
EXISTING**



DATE: Issue Date  
PROJECT NO: Project  
Number

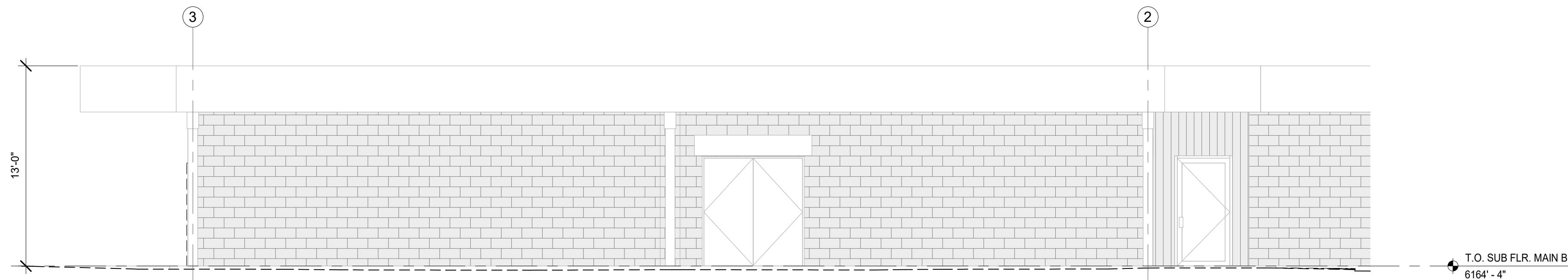
**A3.0**

**150 SCOTT LANE STORAGE UNITS**



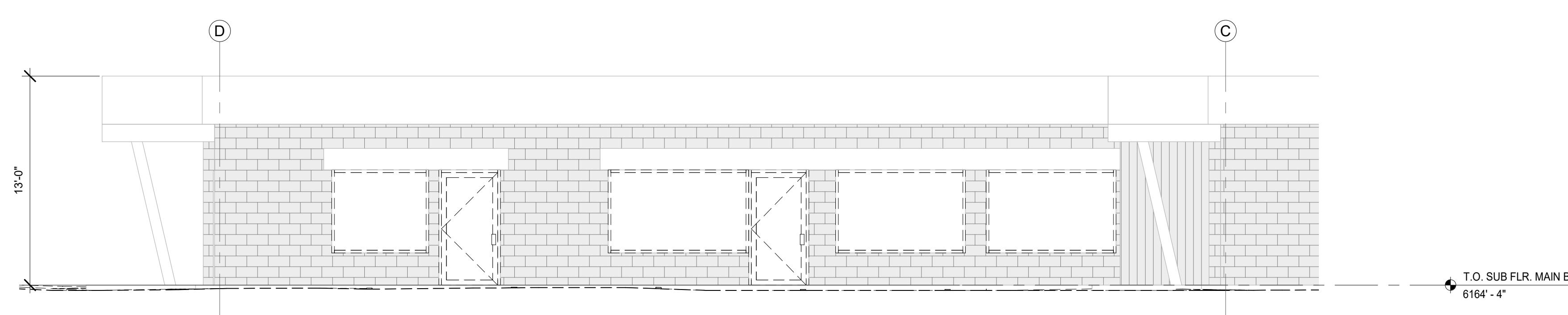
**SOUTHEAST ELEVATION  
DEMO**

3/16" = 1'-0"



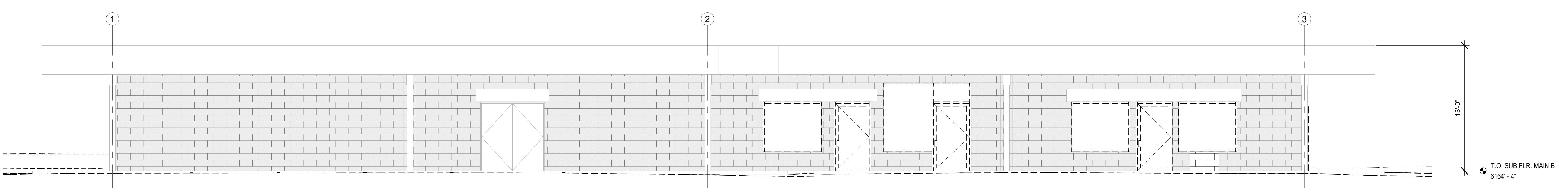
**NORTHEAST ELEVATION  
DEMO**

3/16" = 1'-0"



**NORTHWEST ELEVATION  
DEMO**

3/16" = 1'-0"



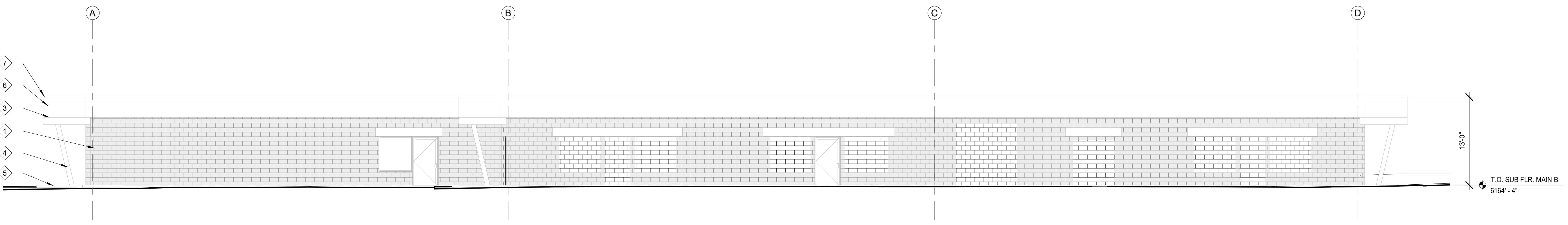
**SOUTHWEST ELEVATION  
DEMO**

3/16" = 1'-0"

DATE: Issue Date  
PROJECT NO: Project  
Number

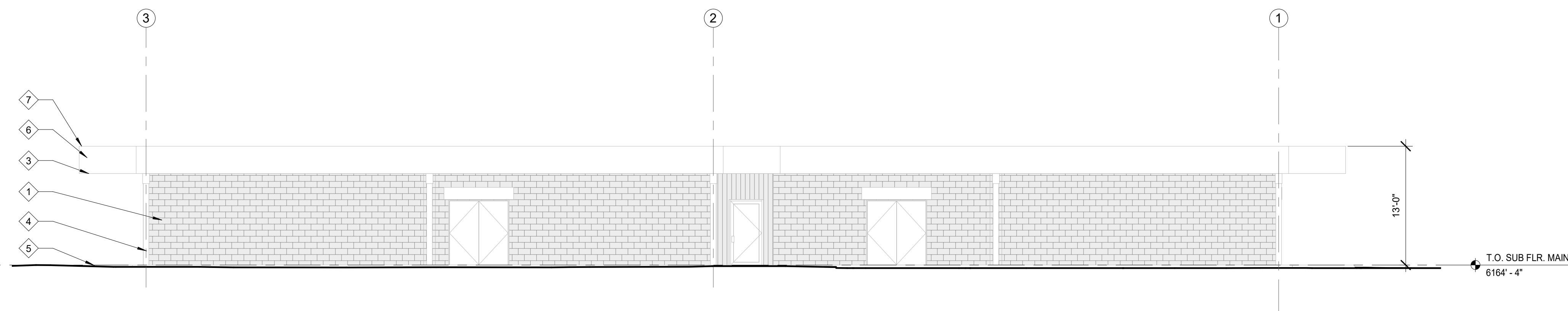
**A3.1**

DEMO ELEVATIONS  
ENLARGED



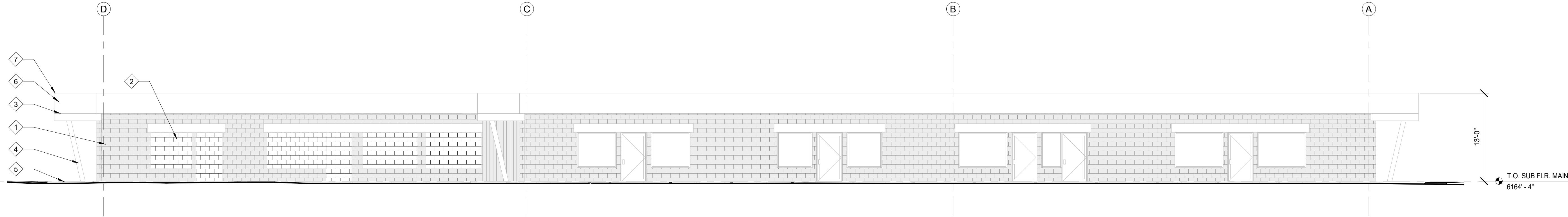
**SOUTHEAST ELEVATION  
NEW**

1/8" = 1'-0"



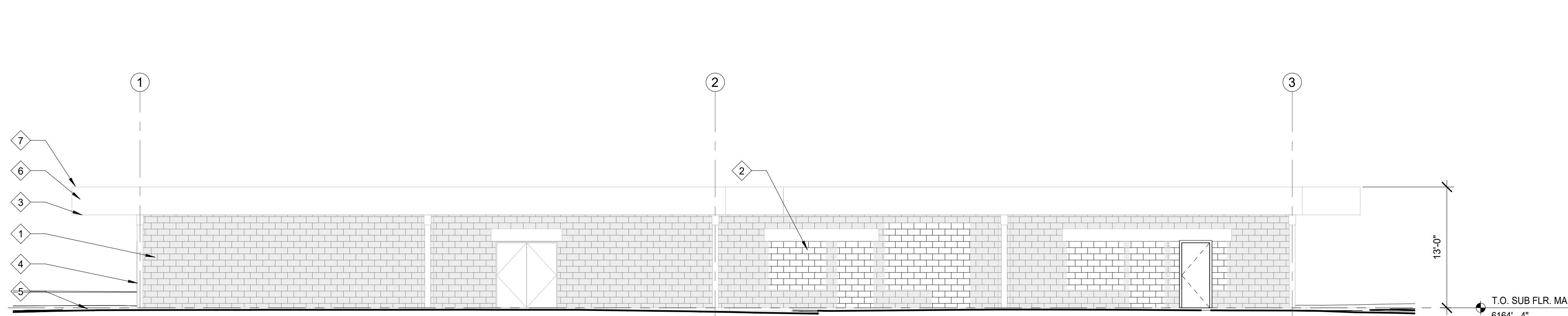
**NORTHEAST ELEVATION  
NEW**

1/8" = 1'-0"



**NORTHWEST ELEVATION  
NEW**

1/8" = 1'-0"



**SOUTHWEST ELEVATION  
NEW**

1/8" = 1'-0"

**GENERAL NOTES**

- PATCH EXISTING EXTERIOR WALLS WHERE WINDOWS ARE DEMOED. FLASH AND WATERPROOF ACCORDINGLY.
- INSULATE ALL PATCHED WALLS. SEE INSULATION SCHED.
- PATCH FLOOR TO MATCH EXISTING FLOOR FOR ANY DEMO THAT AFFECTS FLOORING.

**KEY NOTES**

- 1 EXISTING WINDOW TO BE PATCHED
- 2 EXISTING DOOR TO BE PATCHED

+ STRUCTURAL  
ENGINEERS

+ MECHANICAL  
ENGINEERS

+ LANDSCAPE  
ARCHITECTS

REVISIONS:

**EXTERIOR MATERIAL SCHEDULE**

①	EXISTING CMU	EXISTING CMU
②	NEW CMU	NEW CMU TO MATCH EXISTING
③	EXISTING SOFFIT	EXISTING SOFFIT
④	EXISTING WOOD COLUMN	EXISTING WOOD COLUMN
⑤	EXISTING TERRACE	EXISTING TERRACE
⑥	EXISTING WOOD SIDING	EXISTING WOOD SIDING
⑦	EXISTING FLASHING	EXISTING FLASHING

DATE: Issue Date  
PROJECT NO: Project  
Number

**A3.2**

NEW ELEVATIONS



## **Jackson/Teton County Affordable Housing Checklist - Housing Mitigation Plan**

**(LDR Division 6.3.6)**

Every development application must include a Housing Mitigation Plan for sufficiency. Every Housing Mitigation Plan is required to contain the following information:

### **Applicability** (LDR 6.3.6.A.3.a)

1. Does your development qualify for an exemption from a housing mitigation requirement? Yes  No   
If yes, explain and refer to the proper LDR \_\_\_\_\_

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2. Are there credits associated with your development? Yes  No  If yes, explain where the existing credits came from, provide the calculation, and refer to the proper LDR. \_\_\_\_\_

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### **Calculation of Requirement** (LDR 6.3.6.A.3.b)

3. Does your development require or are you otherwise requesting approval of an Independent Calculation (LDR section 6.3.3.B)? Yes  No

If yes, provide the calculation according to 6.3.3.B.2 along with impact analysis, verifiable local information, industry specific rather than business specific data, etc. The Planning Department is available to help with this calculation prior to submittal of your application. Attach as a separate sheet.

I have attached a separate sheet with the calculation and supporting data for my Independent Calculation

**Housing Mitigation Requirements Calculator.** If no to 1 and 3 above, calculate your development's requirement, using the Housing Mitigation Requirements Calculator. The calculator can be found at this link: [www.jacksonwy.gov/200/Planning](http://www.jacksonwy.gov/200/Planning) Attach a copy of the first page of the calculator showing the calculations and requirements with your Housing Mitigation Plan. The Planning Department is available to help with this calculation prior to submittal of your application.

I have attached a copy of the first page of the Housing Mitigation Requirements Calculator which includes my requirement and unit types.

**Type of Affordable Housing Provided – Standard Restrictions. (LDR 6.3.4)**

4. How many ownership or rental units are you proposing in which income ranges with how many bedrooms?  
Please complete the matrix below:

<b>Bedrooms</b>	<b>0 – 50%</b>	<b>50% - 80%</b>	<b>80% - 120%</b>	<b>Workforce</b>	<b>Ownership or Rental</b>
1-bedroom					
2-bedroom					
3-bedroom					

**Special Restriction.** The Special Restriction is a contract between The Board of County Commissioners or the Town Council and the owner of real property developed or designated to satisfy the development requirements. The Special Restrictions will be recorded on the property. Appropriate restriction templates can be obtained from the Jackson/Teton County Affordable Housing Department or at this link: [www.tetonwyo.org/1856/Deed-Restriction-Templates](http://www.tetonwyo.org/1856/Deed-Restriction-Templates) .

I have attached a draft of the Standard Restrictions for each unit.

**Livability Standards** (LDR 6.3.4.D and E) (Rules and Regs Section 2-3). Restricted housing must comply with the Livability Standards in the Jackson/Teton County Housing Department Rules and Regulations. The Livability Standards include amount of cabinetry/counter space, storage, closets, room sizes, appliances, laundry facilities, bathrooms, etc. The Rules and Regulations can be found at this link: [www.tetonwyo.org/1332/Housing-Rules-and-Regulations](http://www.tetonwyo.org/1332/Housing-Rules-and-Regulations) .

I have reviewed the Livability Standards and understand the requirements. I have/will contact the Housing Department for approval of my units early in the design process to get their approval prior to submitting for building permit.

**Method for Providing Required Housing (LDR 6.3.5):**

One or a combination of the below methods may be proposed to satisfy your housing requirement. They are listed in the order of preference/priority. Highest priority must be used unless it is demonstrated that a higher priority is impracticable (LDR 6.3.5.C)

1. Construction of new units either on-site or off-site (LDR 6.3.5.D.1).
2. Conveyance of land for affordable/workforce housing (LDR 6.3.5.D.2).
3. Utilization of a banked affordable or workforce housing unit (LDR 6.3.5.D.3).
4. Restriction of an existing residential units as an affordable/workforce housing unit (LDR 6.3.5.D.4).
5. Payment of an in-lieu fee (LDR 6.3.5.D.5).

I have attached a detailed explanation of my proposed method of providing Required Housing.

**Phasing Plan** (LDR 6.3.5.A.3). Restricted Housing Units shall be ready for occupancy no later than the free market portion of the development is occupied. If the free market portion is to be developed in phases, then the Restricted Housing Units shall be developed prior to or in proportion to the free market portion.

I have attached a detailed description of my phasing plan as it pertains to Affordable/Workforce units.

# Housing Mitigation Plan

updated 1/8/21

Development of a new house, hotel, or commercial space generates the need for employees. The construction workforce builds the space, the commercial workforce or residential service workforce works in the space, and first responders are needed to protect the space. Only about 27% of the employees generated by development can afford housing in the community, but the community's "community first" character goal is that 65% of employees live locally. To bridge this affordability gap, each development is required to include affordable workforce housing proportional to the employees it generates. These housing mitigation requirements are established in Division 6.3 of the Land Development Regulations. This worksheet is intended to assist in meeting the requirements for a project. However, an error in the worksheet does not amend the actual standard; if you find an error please notify the Planning Department. Fill in the highlighted cells, all the other cells will autopopulate.

## Calculating the Requirement (Sec. 6.3.2 & 6.3.3)

Step 1: Location

Town of Jackson

The applicable regulations vary by jurisdiction please identify the location of your project using the above dropdown options.

The required housing is based on the existing and proposed use of the site. Step 2 is to enter the existing use and Step 3 is to enter the proposed use. Section 6.3.2 of the LDRs establishes the applicability of the affordable workforce housing standards and Section 6.3.3 establishes the specifics on calculation of the requirement. Enter each use in its own row, add rows if needed. If a building has multiple units with the same use, describe each unit in its own row. (For example: if a duplex is composed of a 2,300 sf attached unit and a 1,700 sf attached unit, put each unit in its own row do not put in 4,000 sf of attached single-family.) If a unit type (e.g. apartment floor plan, or commercial tenant space) is replicated exactly multiple times, you may use the "Use Quantity" column to avoid adding multiple rows.

### Step 2: Existing Development

Housing is only required for new development. Please describe the existing use of the site so that it can be credited from the housing requirement. The definition of existing use is Section 6.3.2.A.1 of the LDRs. Generally, the existing use to enter is the use with the highest housing requirement that either existed in 1995, or has been permitted since 1995. Please attach proof of existence.

Existing Use (Sec. 6.3.2.A)	Housing Requirement (Sec. 6.3.3.A)	Use Size: bedrooms	Use Size: habitable sf	Use Quantity	Housing Required
Retail	0.000216*sf	0	7935	1	1.712

Existing Workforce Housing Credit 1.712

### Step 3: Proposed Development

Please describe the proposed use of the site to determine if affordable workforce housing is required as part of the development. Describe the end result of the proposed development. (For example: in the case of an addition do not enter the square footage of the addition, enter the size of the unit upon completion of the addition.)

Proposed Use	Housing Requirement (Sec. 6.3.3.A)	Use Size: bedrooms	Use Size: habitable sf	Use Quantity	Housing Required
Mini-Storage Warehouse	0.000007*sf	0	7935	1	0.052

Affordable Workforce Housing Required: 0.000 units

Fee-in-Lieu Amount: \$ -

If the amount of required affordable workforce housing is less than one unit, you may pay the above fee in-lieu of providing the required housing. If you elect to pay the fee, your Housing Mitigation Plan is complete. If the requirement is greater than one unit, or you would like to provide a unit to meet the requirement, please proceed to the [Unit Type Sheet](#).

GRANTOR: SOUTH PARK RANCHES INC  
GRANTEE: MONROE PARTNERS SCOTT LANE LLC  
Doc 1028756 Filed At 10:07 ON 11/24/21  
Maureen Murphy Teton County Clerk fees: 15.00  
By Vicki Carpenter Deputy Clerk

Space Above This Line for Recorder's Use Only

## WARRANTY DEED

File No.: **918116JAC (tlt)**

**South Park Ranches, Inc., a Wyoming corporation**, GRANTOR(S), for Ten Dollars (\$10.00) and other good and valuable consideration in hand paid, receipt of which is hereby acknowledged, CONVEY(S) AND WARRANT(S) to

**Monroe Partners Scott Lane LLC, a Wyoming limited liability company**, GRANTEE(S),

whose mailing address is PO Box 8615, Jackson, WY 83002, the following described real estate, situated in the County of **Teton**, State of **Wyoming**, hereby releasing and waiving all rights under and by virtue of the Homestead Exemption Laws of the State of Wyoming, to-wit:

**That part of the NW $\frac{1}{4}$ SW $\frac{1}{4}$  of Section 33, T41N, R116W, 6th P.M., within the incorporated limits of the town of Jackson, Teton County, Wyoming described as follows:**

**Beginning at the West one-quarter corner of said Section 33 where found a 2" galvanized steel pipe with brass cap inscribed "T41NR116W 1/4 S32/33 1956"; thence S. 00°09.5'W., 200.0 feet along the West line of said Section 33 to a point; thence S.88°57.5"E., 415.5 feet to a point; thence S.00°13.5'E., 200.0 feet to a point on the North line of said NW $\frac{1}{4}$ SW $\frac{1}{4}$ ; thence N.88°57.5'W., 415.8 feet along the said North line to the corner of beginning; each point being marked by a steel T-shaped stake 24" long with brass cap inscribed "SURVEY POINT DO NOT DISTURB RLS 164"; and identical with Tract 17 as shown on the J.G. Scott-James R. Simon Subdivision Planning Map.**

State Identification Number 22-41-16-33-3-00-005

Including and together with all and singular the tenements, hereditaments, appurtenances and improvements thereon or thereunto belonging, but subject to taxes, reservations, covenants, encroachments, conditions, restrictions, rights-of-way and easements of record.

WITNESS the due execution and delivery of this Warranty Deed

this 15 day of November, 2021.

South Park Ranches, Inc., a Wyoming corporation

By: Judith Lynne Graham Baker  
Name: Judith Lynne Graham Baker  
Title: President

11/17/2021

By: Darleen Joan Graham  
Name: Darleen Joan Graham  
Title: Vice President

11/18/2021

By: Thais June Graham  
Name: Thais June Graham  
Title: Secretary

11/15/2021

Date: 11/14/2021

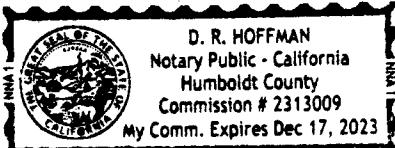
## Warranty Deed - continued

File No.: 918116JAC (tlt)

State of California )  
County of Humboldt )  
SS. )

The foregoing instrument was acknowledged before me by Judith Lynne Graham Baker, as President of South Park Ranches, Inc., a Wyoming corporation this 17<sup>th</sup> day of November 2021.

Witness my hand and official seal.



J. Q. Johnson  
Notary Public

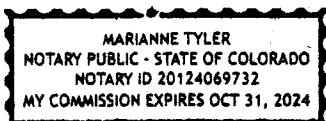
Notary Public

My Commission expires: Dec. 17, 2023

State of COLORADO )  
County of DENVER )

The foregoing instrument was acknowledged before me by Darleen Joan Graham, as Vice President of South Park Ranches, Inc., a Wyoming corporation this 18<sup>th</sup> day of November 2021.

Witness my hand and official seal.



Notary Public

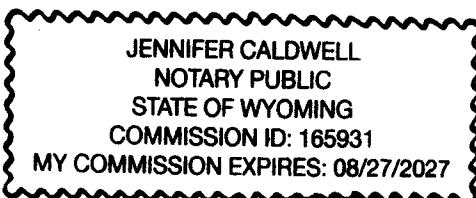
My Commission expires:

10/31/2024

State of Wyoming )  
County of Teton ) ss.

The foregoing instrument was acknowledged before me by Thais June Graham, as Secretary of South Park Ranches, Inc., a Wyoming corporation this 15 day of November 2021.

Witness my hand and official seal.



Notary Public

My Commission expires:

8/27/27