



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: May 31, 2023	REQUESTS:
Item #: P23-099	The applicant is submitting a request for a Pre-Application Conference for a Zoning Map Amendment for the properties located at 80 S. Willow St. & 235 & 245 E Pearl Ave. LOT 14-16, BLK. 3, CACHE-1 HALL 1 LOT 13, BL. 3, CACHE 1, LOT 12, BLK. 3, CACHE 1 PIDN: 22-41-16-34-2-03-006, 22-41-16-34-2-03-007, 22-41-16-34-2-03-008
Planner: Katelyn Page	For questions, please call Katelyn Page at 307-733-0440 x1302, or email to the address shown to the left. Thank you.
Phone: 733-0440 ext. 1302	
Email: kpage@jacksonwy.gov	
Owners: Wheel-O, LLC / Cony Corp 1910 S Fork Rd PO Box 201 Jackson, WY 83001 Wilson, WY 83014	
Applicant: Will Roscoe PO Box 836 Wilson, WY 83014	
Please respond by: June 21, 2023 (with Comments)	

Applicant:

Will Roscoe
PO Box 836
Wilson, WY 83014

REQUESTS:

The applicant is submitting a request for a Pre-Application Conference for a Zoning Map Amendment for the properties located at 80 S. Willow St. & 235 & 245 E Pearl Ave. LOT 14-16, BLK. 3, CACHE-1 HALL 1 LOT 13, BL. 3, CACHE 1, LOT 12, BLK. 3, CACHE 1 PIDN: 22-41-16-34-2-03-006, 22-41-16-34-2-03-007, 22-41-16-34-2-03-008

For questions, please call Katelyn Page at 307-733-0440 x1302, or email to the address shown to the left. Thank you.

RESPONSE: For Departments not using SmartGov, 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?

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.

Will Roseoe

Signature of Owner or Authorized Applicant/Agent

Name Printed

5/31/2023

Date

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: 5/10/23

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

ROBERT MCGREGOR, MANAGER, WHEEL-O, LLC

Being duly sworn, deposes and says that WHEEL-O, LLC is the owner in fee of the premises located at:

Name of property owner as listed on deed

Address of Premises: 80 S WILLOW ST, JACKSON, WY 83001

Legal Description: see attached

Please attach additional sheet for additional addresses and legal descriptions

And, that the person named as follows: Name of Applicant/agent: William Roscoe

Mailing address of Applicant/agent: PO Box 836, Wilson WY 83014

Email address of Applicant/agent: wroscoe@gmail.com

Phone Number of Applicant/agent: 310-876-2330

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) Zoning Map Amendment

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

MANAGER, WHEEL-O LLC

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

STATE OF Wyoming)

) SS.

COUNTY OF Teton)

)

The foregoing instrument was acknowledged before me by Robert McGregor this 10th day of May 2023. WITNESS my hand and official seal.

Notary Public

My commission expires: 01.23.2024



Legal Description of Properties

80 S Willow Street, Jackson, WY 83001

Lots 16, 15 & 14 of Block 3 of the Cache Creek Addition to the Town of Jackson, Teton County, Wyoming, according to that plat recorded in the Office of Teton County Clerk on July 18, 1905 as Plat No. 102.

PIN 22-41-16-34-2-03-006



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.

on the deed is a corporation or an entity other than an individual
Cony Corp. President Andrew Carson

Being duly sworn, deposes and says that Cony Corp. is the owner in fee of the premises located at
Name of property owner as listed on deed
Address of Premises: 235 & 240 E Pearl St. Jackson, WY 83001

Legal Description: description attached

Please attach additional sheet for additional addresses and legal descriptions.

And, that the person named as follows: Name of Applicant/agent: William Roscoe

Mailing address of Applicant/agent: PO Box 836, Wilson WY 83014

Email address of Applicant/agent: wroscoe@gmail.com

Phone Number of Applicant/agent: 310-876-2330

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) Zoning Map Amendment

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.

John W. Carson

Property Owner Signature

Title 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)

The foregoing instrument was acknowledged before me by Andrew E Carson this 17th day of April 2023. WITNESS my hand and official seal.

Notary Public

My commission expires:

April 27th 2025



Legal Description of Properties

235 E Pearl Street, Jackson, WY 83001

Lot 13 of Block 3 of the Cache Creek Addition to the Town of Jackson, Teton County, Wyoming,
according to that plat recorded in the Office of Teton County Clerk on July 18, 1905 As Plat No. 102.
PIN 22-41-16-34-2-03-007

240 E Pearl Street, Jackson, WY 83001

Lot 12 of Block 3 of the Cache Creek Addition to the Town of Jackson, Teton County, Wyoming,
according to that plat recorded in the Office of Teton County Clerk on July 18, 1905 As Plat No. 102.
PIN 22-41-16-34-2-03-008

Pearl Willow Zoning Amendment

80 S Willow St & 235 E Pearl St & 245 E Pearl St

APPLICATION FOR
Zoning Map Amendment

Owners:

WHEEL-O, LLC
1910 S FORK RD
JACKSON, WY 83001-9460

CONY CORPORATION
PO BOX 201
WILSON, WY 83014-0201

Applicant:

WILL ROSCOE
PO BOX 836
WILSON, WY 83014
310-876-2330

Legal Description of Properties

80 S Willow Street, Jackson, WY 83001

Lots 16, 15 & 14 of Block 3 of the Cache Creek Addition to the Town of Jackson, Teton County, Wyoming, according to that plat recorded in the Office of Teton County Clerk on July 18, 1905 As Plat No. 102.

PIN: 22-41-16-34-2-03-006

Owner: WHEEL-O, LLC

Mailing Address: 1910 S FORK RD, JACKSON, WY 83001-9460

235 E Pearl Street, Jackson, WY 83001

Lot 13 of Block 3 of the Cache Creek Addition to the Town of Jackson, Teton County, Wyoming, according to that plat recorded in the Office of Teton County Clerk on July 18, 1905 As Plat No. 102.
PIN 22-41-16-34-2-03-007

Owner: CONY CORPORATION

Mailing Address: PO BOX 201, WILSON, WY 83014-0201

245 E Pearl Street, Jackson, WY 83001

Lot 12 of Block 3 of the Cache Creek Addition to the Town of Jackson, Teton County, Wyoming, according to that plat recorded in the Office of Teton County Clerk on July 18, 1905 As Plat No. 102.
PIN 22-41-16-34-2-03-008

Owner: CONY CORPORATION

Mailing Address: PO BOX 201, WILSON, WY 83014-0201

Introduction

The owners of the properties seek approval of a Zoning Map Amendment that would change the zoning of the subject property from the current Office Residential (OR) to Commercial Residential (CR-1).

The properties are currently developed as a mix of multifamily and single family buildings.

Both proprietors are long time residents of Teton County and hold a commendable record of voluntarily providing economically viable long term housing to local residents. The proposed map amendment is motivated by the property owners' aspiration to enable a future development that would include more housing than is allowed in the current Office Residential zone.

Description of Property

The properties contain a mix of multifamily and single family structures.

80 S Willow Street, Jackson, WY 83001

There are 3 multifamily buildings and one office building on this property. Property details can be found below.

235 E Pearl Street & 245 E Pearl Street , Jackson, WY 83001

There are 3 single family buildings and a couple outbuildings on these two properties. Property details can be found below.

Project Goals

The purpose of this map amendment is to allow for a future development that would allow a larger infill mixed use development than is allowed under the current Office Residential (OR) zone.

Currently, these properties fall under the OR zoning, which has restrictions that pose a challenge to the construction of a development that would make affordable housing economically feasible. Notably, the zone's two-story limit inhibits any significant expansion of the Floor Area, which is an essential factor if the owners plan to pursue the affordable housing development route. In stark contrast, neighboring properties have zoning permissions that allow up to three stories.

Transitioning the zoning of these properties to Commercial Residential 1 (CR-1) would benefit the town, its residents, and the property owners. The advantages of this proposed zoning modification include:

1. Facilitating the potential creation of a development that integrates additional housing.
2. Preserving the potential for an inviting commercial area adjacent to the new bike path on Willow St.

Conceptual Site Plan

There are many factors in planning a development like this. The owners are willing to make general commitments for the future development however the design of the development will happen in the future.

Neighborhood Meeting

The neighborhood meeting will be scheduled sometime after the pre-application conference.

Zoning Map Amendment: Findings for Approval

Town of Jackson Land Development Regulations require that any application for a Zoning Map Amendment consider the following findings prior to approval of a Zoning Map Amendment. LDR Section 8.7.3.C – Zoning Map Amendment Findings state:

Is consistent with the purposes and organization of the LDRs.

The application is consistent with the purpose of the Comprehensive Plan and therefore the LDRs.

Additionally, nowhere else in the area around the Town Square does the zoning transition from Downtown Core directly to Office Residential. As you can see on the attached map, any other transition from DC to OR is buffered by either Public/Semi-Public or CR-1 zoning. Rezoning these parcels to CR-1 would bring these properties in line with that general framework.

Improves the implementation of the desired future character defined in the Illustration of Our Vision chapter of the Comprehensive plan.

The properties are split between the Town Commercial Core and Town Residential Core Districts defined in the Comp Plan.

Town Residential Core states:

“multifamily residential uses will be encouraged in order to replace existing commercial uses and to blend the borders of the Town Commercial Core (District 2) with the Town Residential Core (District 3). Multifamily structures will be predominantly found on larger residential lots and along mixed use corridors.”

Town Commercial Core states:

“development pattern should locate buildings toward the street predominantly two stories in height. Parking should be minimized and screened from the view of the public right of way. Office, residential and local convenience commercial should be located on the first level with residential above and behind. Some limited local convenience commercials are desirable to serve the surrounding residential areas with the goal of reducing trips outside the neighborhood.”

The applicant believes that these properties present a good opportunity for a pedestrian friendly mixed use development to blend the downtown core with East Jackson using complete neighborhood principles.

Is necessary to address changing conditions or a public necessity

Housing to serve the local workforce is recognized as a top challenge for the community. The primary goal of this zoning map amendment is to allow larger buildings for a mixed use development that would provide more housing than is allowed in the current OR zone.

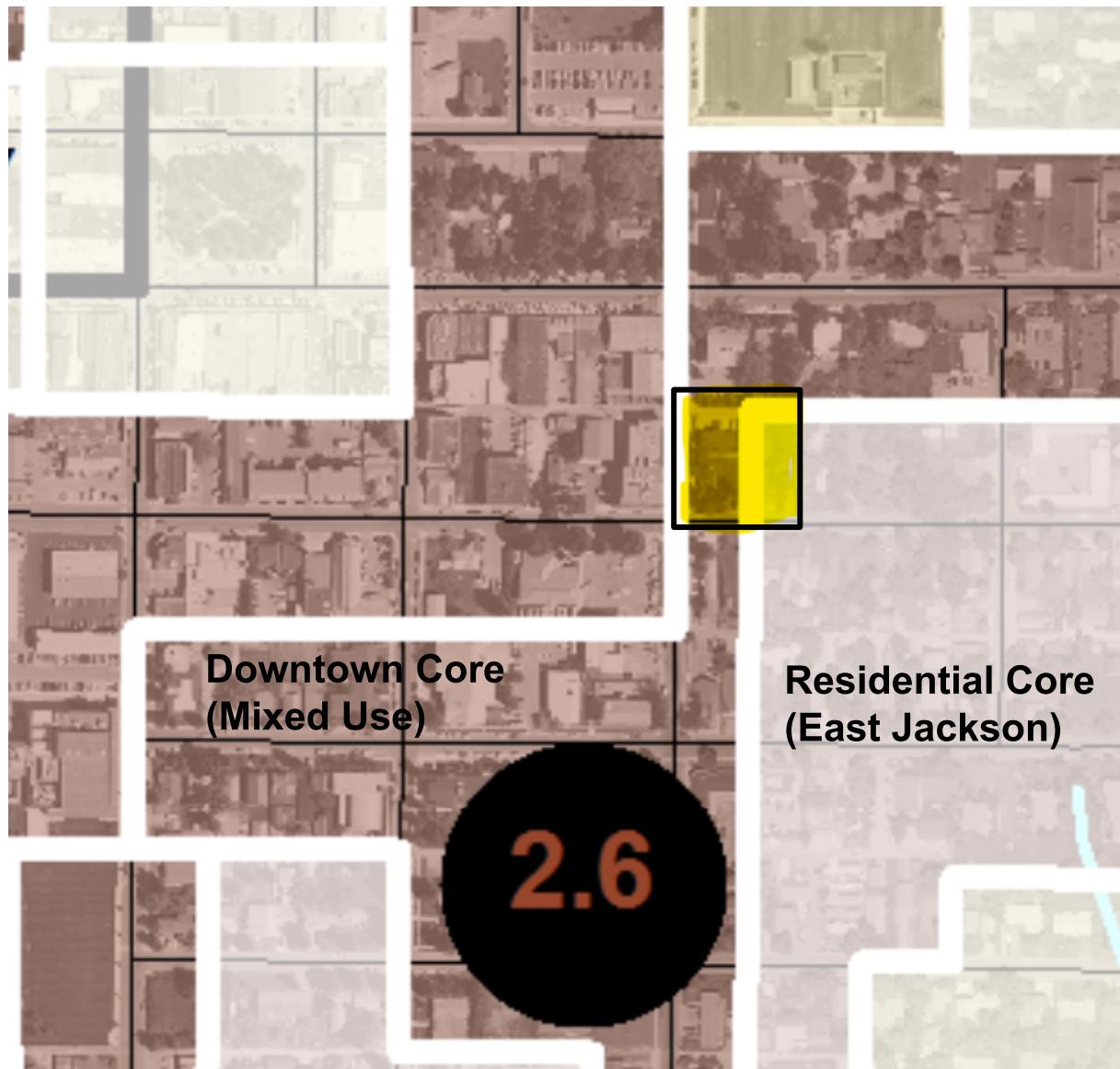
Is consistent with the other adopted Town Ordinances.

The applicant is not aware that any Town Ordinances are inconsistent with this map amendment.

Other Pertinent Information

Location in the Comp Plan

The property is split between Town Commercial Core and Town Residential Core (page 156 of Comp Plan).



Current Zoning Overview



Property Details

Detail of R0006503

Parcel
<p>PIDN: 22-41-16-34-2-03-008</p> <p>Tax ID: OJ-001351 Property Taxes</p> <p>Tax District: 0150</p> <p>Property Owner(s): CONY CORPORATION</p> <p>Mailing Address: PO BOX 201</p> <p>WILSON, WY 83014-0201</p> <p>Street Address: 245 E PEARL AVENUE</p> <p>Deed: 0252 WD 00632, 05/27/1992</p> <p>Location: LOT 12, BLK. 3, CACHE 1</p> <p>2023 Market Value: \$ 1,986,428 (\$ 1,466,944 Land + \$ 519,484 Improvements)</p> <p>2023 Assessed Value: \$ 188,711</p>

Land	
Acres	Class
0.17	Residential
0.17	Total Acres

Residential	1	Stories	Sq Ft	Exterior	Roof Cover	Year Built*	Sketch(s)
Ranch 1 Story		1.0	1076	Frame Siding	Formed Seam Metal	1973	#1
1 bath with 3 fixtures							
Porch Encl Solid Wall		120					
Storage Steel		355					
Storage Wood		188					

*Year built may not be original year built due to remodeling and additions.

Detail of R0006502

Parcel
PIDN: 22-41-16-34-2-03-007
Tax ID: OJ-001711 Property Taxes
Tax District: 0150
Property Owner(s): CONY CORPORATION
Mailing Address: PO BOX 201
WILSON, WY 83014-0201
Street Address: 235 E PEARL AVENUE
Deed: 0368 WD 01123, 12/31/1998
Location: LOT 13, BL. 3, CACHE 1
2023 Market Value: \$ 2,321,136 (\$ 1,466,944 Land + \$ 854,192 Improvements)
2023 Assessed Value: \$ 220,508

Land	
Acres	Class
0.17	Residential
0.17	Total Acres

Residential 1	Stories	Sq Ft	Exterior	Roof Cover	Year Built*	Sketch(s)
Ranch 1 Story	1.0	1363	Frame Siding	Composition Shingle	1925	#1
2 baths with 3 fixtures						
Porch Encl Solid Wall		48				
Porch Wood Deck		399				

Residential 2	Stories	Sq Ft	Exterior	Roof Cover	Year Built*	Sketch(s)
2 Story	1.0	1408	Frame Siding	Composition Shingle	1979	#1
2 baths with 3 fixtures						
Balcony Cover Wood Balc		24				

*Year built may not be original year built due to remodeling and additions.

Detail of R0006501

Parcel

PIDN: 22-41-16-34-2-03-006
Tax ID: OJ-000240 Property Taxes
Tax District: 0150
Property Owner(s): WHEEL-O, LLC
Mailing Address: 1910 S FORK RD
JACKSON, WY 83001-9460
Street Address: 80 S WILLOW STREET
Deed: 0136 CONV 00658, 07/31/1988
Location: LOT 14-16, BLK. 3, CACHE-1
2023 Market Value: \$ 3,426,046 (\$ 1,448,161 Land + \$ 1,977,885 Improvements)
2023 Assessed Value: \$ 325,474

Land

Acres	Class
0.52	Commercial
0.52	Total Acres

Multiple Unit	Stories	Sq Ft	Exterior	Roof Cover	Year Built*	Sketch(s)
Multiple - Residential	2.0	2688	Wood Frame		1969	#1
4 baths with 3 fixtures						
Balcony Misc		84				
Balcony Misc		84				
Porch Open Slab		242				
Porch Open Slab		242				

Multiple Unit	Stories	Sq Ft	Exterior	Roof Cover	Year Built*	Sketch(s)
Multiple - Residential	2.0	2688	Wood Frame		1969	#1
4 baths with 3 fixtures						
Balcony Misc		84				
Balcony Misc		84				
Porch Open Slab		242				
Porch Open Slab		242				

Multiple Unit	Stories	Sq Ft	Exterior	Roof Cover	Year Built*	Sketch(s)
Multiple - Residential	2.0	2688	Wood Frame		1969	#1
4 baths with 3 fixtures						
Balcony Misc		84				
Balcony Misc		84				
Porch Open Slab		242				
Porch Open Slab		242				

Residential	Stories	Sq Ft	Exterior	Roof Cover	Year Built*	Sketch(s)
Ranch 1 Story	1.0	896	Frame Siding	Composition Shingle	1920	#1
1 bath with 3 fixtures						
Porch Open Slab		18				
Porch Wood Deck		25				

*Year built may not be original year built due to remodeling and additions.

