



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: July 13, 2023 | REQUESTS: The applicant is submitting a request for a Pre-Application Conference with staff and Town Council for a Hotel/Multiuse Development at the properties located at 375-325 N. Cache St., 45 & 65 Mercill Ave., and 330-370 N. Glenwood St. For questions, please call Katelyn Page at 307-733-0440 x1302, or email to the address shown to the left. Thank you. |
| Item #: P23-127 | |
| Planner: Paul Anthony Phone: 733-0440 ext. 1303 Email: panthony@jacksonwy.gov | |
| Owners/Applicant: Mogul Hospitality Partners -Jackson, LLC PO Box 998 Midway, UT 84049 | |
| Please respond by: August 3, 2023 (with Comments) | |

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 process 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)

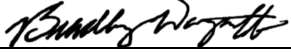
_____ **Conceptual Site Plan.** For pre-application conferences for physical development, use or development option permits, a conceptual site plan is required. For pre-application conferences for interpretations of the LDRs, amendments to the LDRs, or relief from the LDRs, a site plan may or may not 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.



Signature of Owner or Authorized Applicant/Agent

Date

Name Printed

Title



July 13, 2023

Paul Anthony
Planning Director, Jackson Planning Department
P.O. Box 1687
Jackson, WY 83001

RE: Pre-Application Conference: N Cache Lodging and Residential Development

Dear Paul,

Please accept this Pre-Application Conference Request ("PAP") for 375 – 325 North Cache Street, 45 & 65 Mercill Avenue and 330 – 370 North Glenwood Street (the "Project"). The purpose of the PAP is to meet and work with the Town Staff and Council in a workshop to discuss two development concepts on the respective site and obtain feedback from the Council on which concept they would prefer to see move forward through the various public processes for this Project. The Project and enclosed materials are for the development of sixteen adjacent parcels, utilizing current Town of Jackson LDRs. The intent of the attached materials is to depict two separate development concepts for the Project:

- 1) The first concept shows the alleyway remaining in place. This is less-preferred option would separate the lodging and residential projects, split by the alley. Additionally, an encroachment would be pursued for a subterranean parking structure and sky bridges connecting the two portions of the Project. While the alley way remains in place, public space, street activation, and curb appeal are limited with this development option.
- 2) The second concept shows the preferred option, which is to have a portion of the alley integrated into the Project and converted into a public amenity for both guests at the Project and the public. This option optimizes the site and allows for street and retail activation by providing a pedestrian paseo through the Project creating an inviting and usable public space. Additionally, this option retains the northern portion of the alley for truck and loading access for the Project and neighboring property. It also segments the building, reducing massing and increasing pedestrian access to an area which includes a modern take on an iconic Jackson Barn for meeting and conference space.

During the workshop, we are specifically interested in discussing the following concepts:

- a. Providing all (both Base FAR and 2:1 FAR) housing mitigation for the Project at the Loop as that development was planned as part of a mitigation strategy for the Project, providing much needed deed restricted and workforce housing for this Project and the Town of Jackson.

- b. In the first development concept labeled Scheme 1 in the attached materials, we are soliciting feedback on the encroachments above the alley for bridges and below the alley for parking.
- c. In the second development concept labeled Scheme 2 we are soliciting feedback on maintaining the north end of the alley for access to adjacent properties and all services for this development as well as the concept of developing an inviting and usable public space for both patrons and the public which maintains pedestrian access to Glenwood and Cache.

Located on the North end of town, our gateway project seeks to benefit both residents and tourists alike by providing residential housing and lodging to the Town of Jackson. By developing this project, we will improve a block with vacant parcels and aged buildings by building an elegantly designed lodging and housing project. In addition, this project is conveniently located at the north end of town, providing quick access into Yellowstone and Grand Teton National Park, while also being a short walk to Town Square.

Attached is our pre-application request form as well as the two conceptual designs mentioned above. We look forward to meeting with you and your colleagues to further discuss these designs, obtain input and move our applications forward.

Sincerely,

Brad Wagstaff
Chief Executive Officer



JACKSON HOTEL

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LEGEND

- Bike Route

Trails

Pathway

Public Facility

Roads

Sponsors

Park
- Hiking/Biking Trailhead

Restrooms

Parking

Post Office

Visitor Center

St. John's Hospital

School

Bike Repair Station

Grand Loop - 35 Miles
- 1

JH/Greater Yellowstone Visitor's Center

2

Bridger-Teton National Forest

3

Rec Center

4

Jackson Hole Community Pathways

5

Friends of Pathways

6

Teton County Library

START

bus

START

bike

Download App: B Cycle





NORTHWEST CORNER



NORTHEAST CORNER



SOUTHWEST CORNER



SOUTHEAST CORNER



SCHEME 1

| | Residential | | |
|--------------------|-------------|--------|----------|
| | Market Rate | Luxury | Parking |
| Level | Keys | Keys | Required |
| B02 | | | |
| B01 | 14 | | 21 |
| L01 | 3 | 5 | 12 |
| L02 | 3 | 6 | 13.5 |
| L03 | 21 | 6 | 40.5 |
| Total | 41 | 17 | 87 |
| TOTAL RESI. | 58 | | |

| | Hotel | |
|--------------------|------------|----------|
| | | Parking |
| Level | Keys | Required |
| B02 | | |
| B01 | 32 | 26 |
| L01 | 41 | 33 |
| L02 | 66 | 53 |
| L03 | | |
| Total | 139 | 111 |
| TOTAL HOTEL | 139 | |

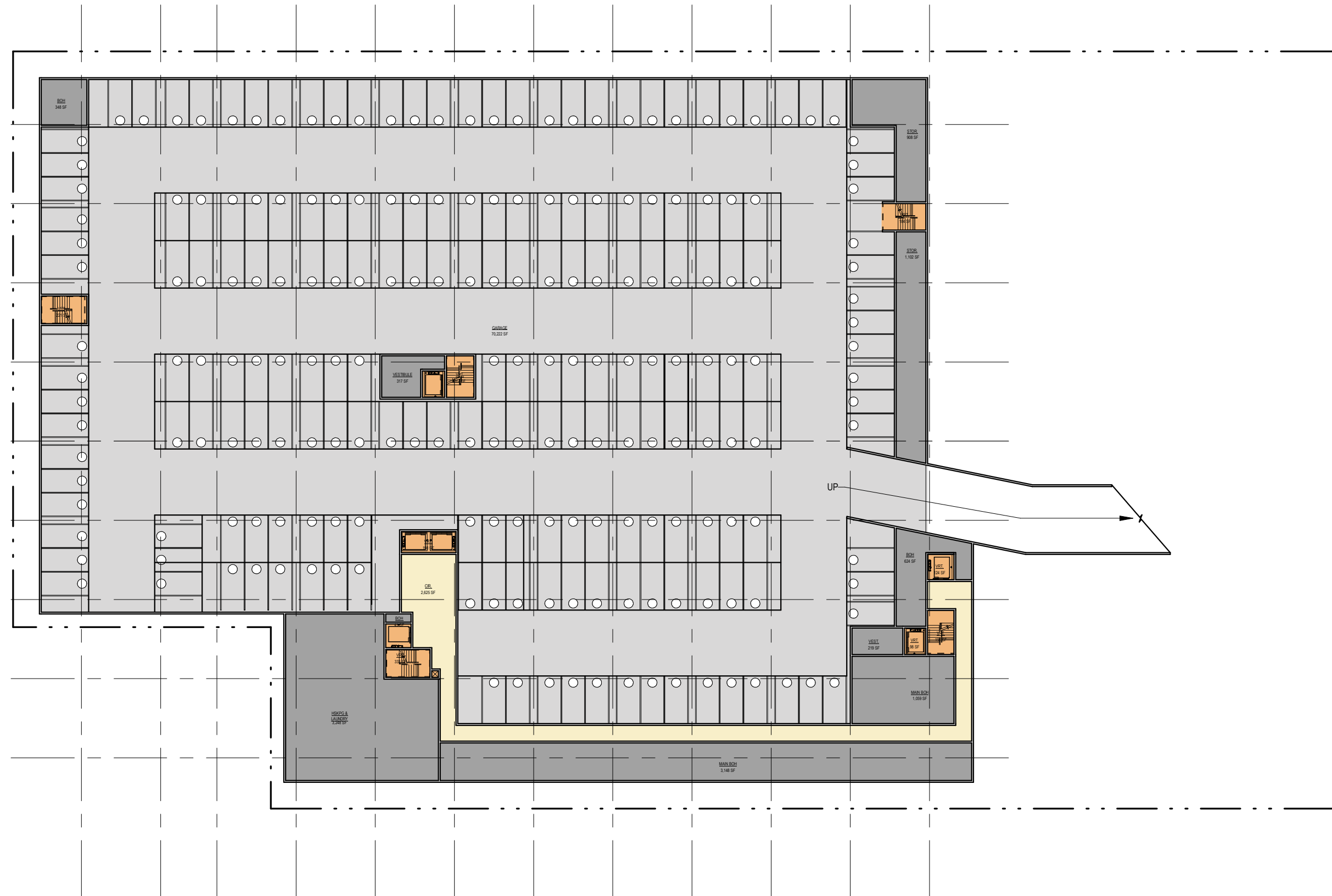
| | Parking | |
|-----|-----------------|-----------------|
| | Stalls Required | Stalls Provided |
| B02 | 198 | 198 |

| Area | | | |
|-----------------|--------------------|----------------|--------------------|
| Previous Design | | Updated Design | |
| Site Area | Allowable Comm FAR | Site Area | Allowable Comm FAR |
| 140,346 | 112,277 | 115,118 | 92,094 |

| | Commerical | Resi. | Service | Garage | Total |
|-------|------------|---------|---------|--------|---------|
| B02 | | | 13,640 | 70,222 | 83,862 |
| B01 | 39,634 | 28,665 | 3,077 | | 71,376 |
| L01 | 32,405 | 26,929 | 1,797 | | 61,131 |
| L02 | 35,651 | 34,324 | 394 | | 70,369 |
| L03 | 2,905 | 65,346 | 638 | | 68,889 |
| Total | 110,595 | 155,264 | 19,546 | 70,222 | 355,627 |

Commerical FAR Area (excl. B1&B2) 70,961 SF





MERCILL AVE

PERRY STREET



NORTH CACHE STREET





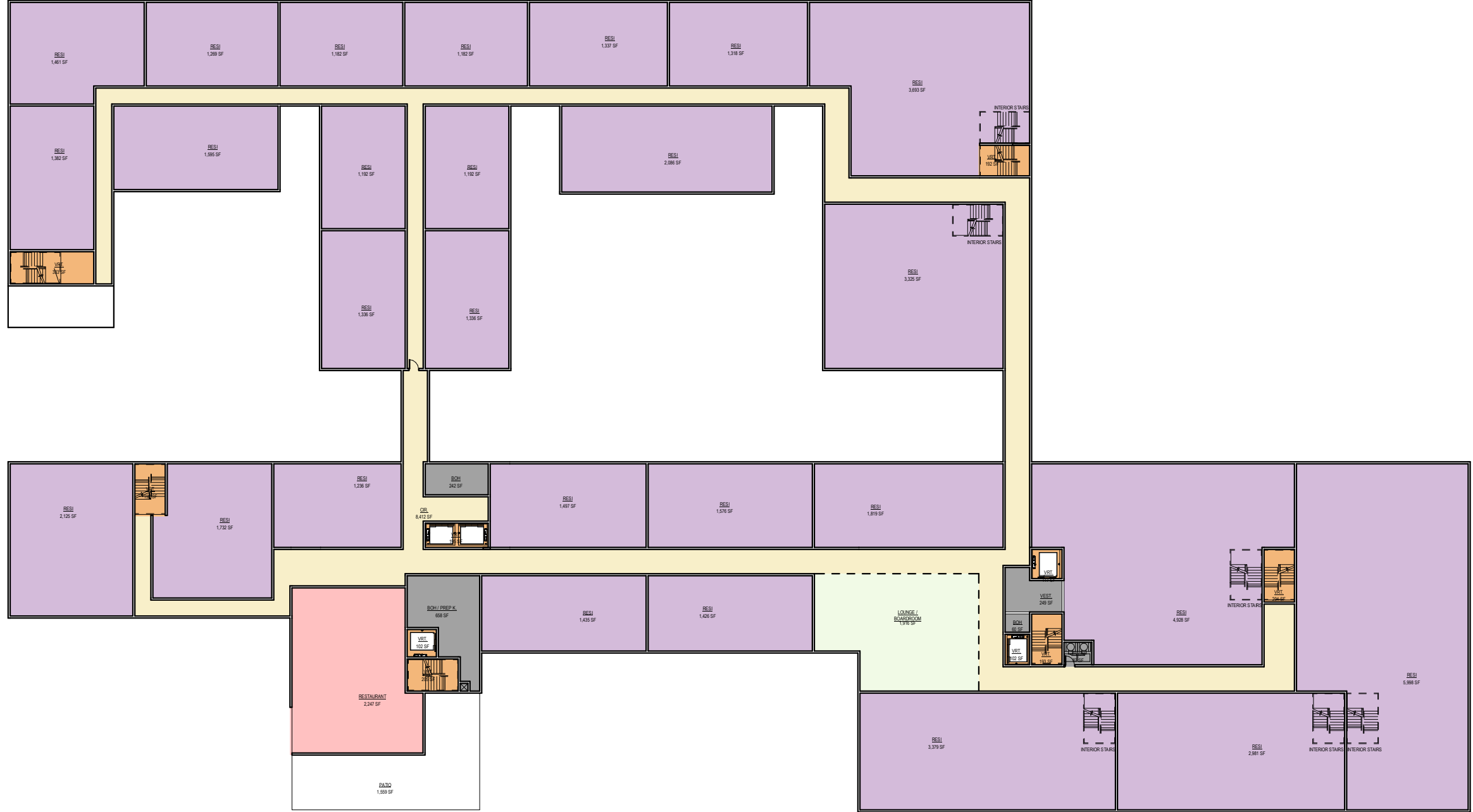
FLOOR PLAN - LEVEL 2

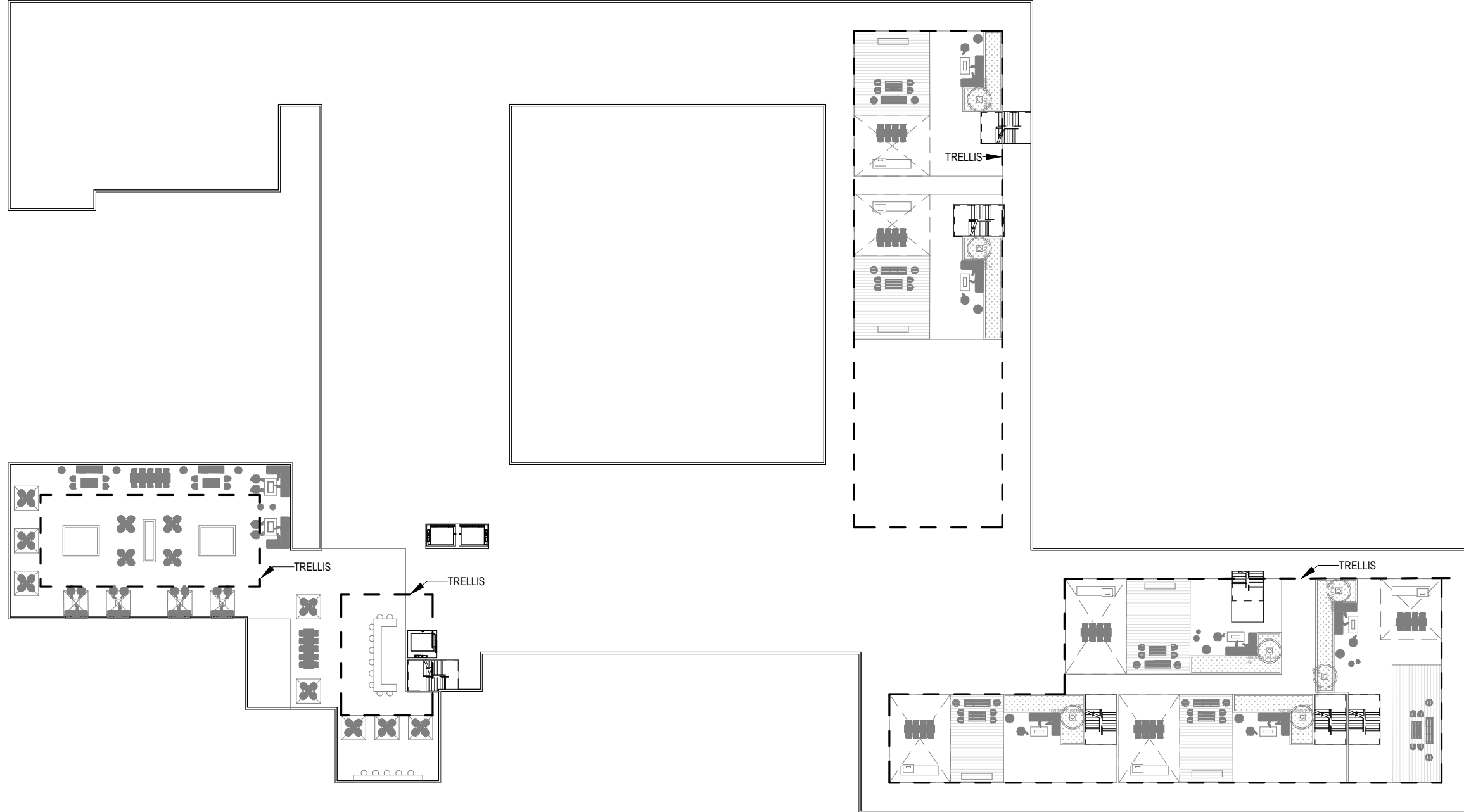


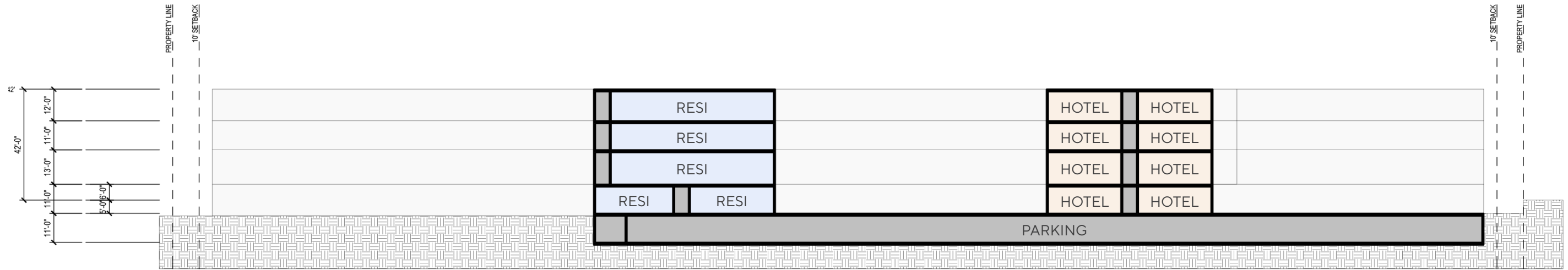
0 40' 80'

SCALE: 1" = 40'

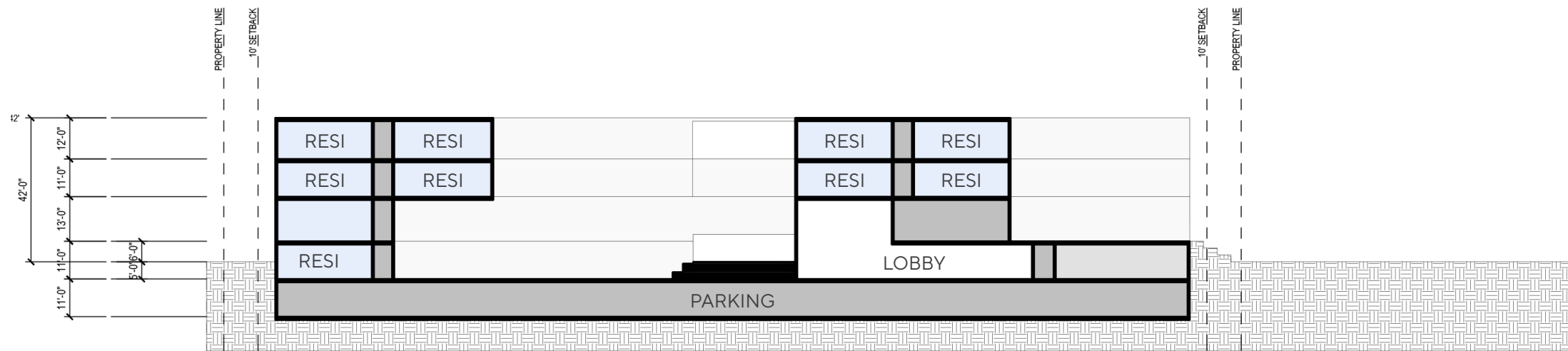




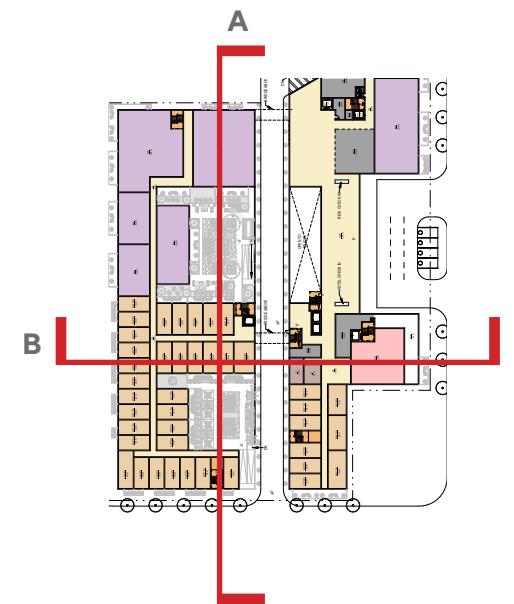




SECTION A



SECTION B







SCHEME 2

| | Residential | | |
|--------------------|-------------|--------|----------|
| | Market Rate | Luxury | Parking |
| Level | Keys | Keys | Required |
| B02 | | | |
| B01 | 12 | | 18 |
| L01 | | 7 | 10.5 |
| L02 | | 7 | 10.5 |
| L03 | 18 | 7 | 37.5 |
| Total | 30 | 21 | 77 |
| TOTAL RESI. | 51 | | |

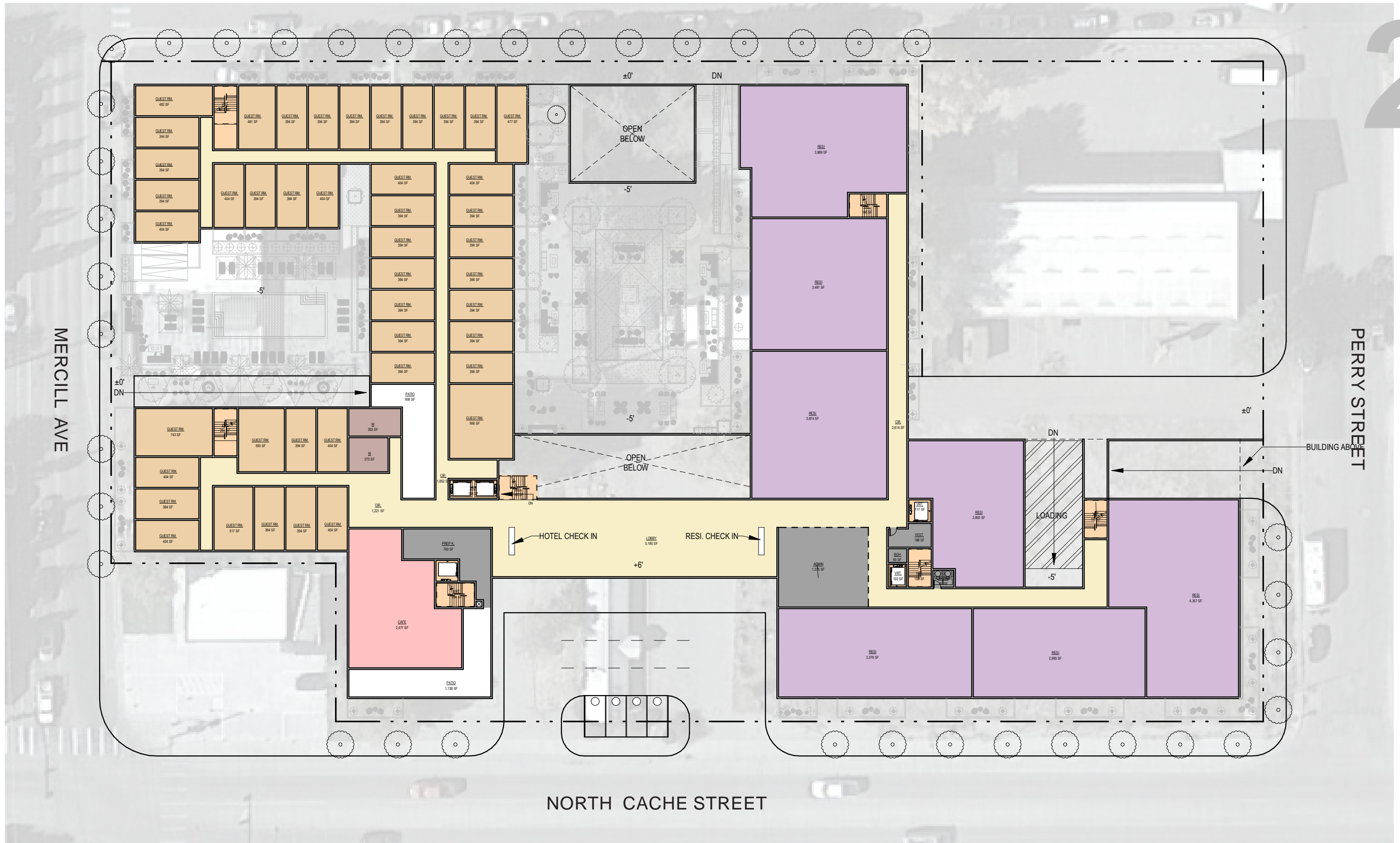
| | Hotel | |
|--------------------|------------|----------|
| | Keys | Parking |
| Level | Keys | Required |
| B02 | | |
| B01 | 30 | 24 |
| L01 | 44 | 36 |
| L02 | 69 | 56 |
| L03 | | |
| Total | 143 | 114 |
| TOTAL HOTEL | 143 | |

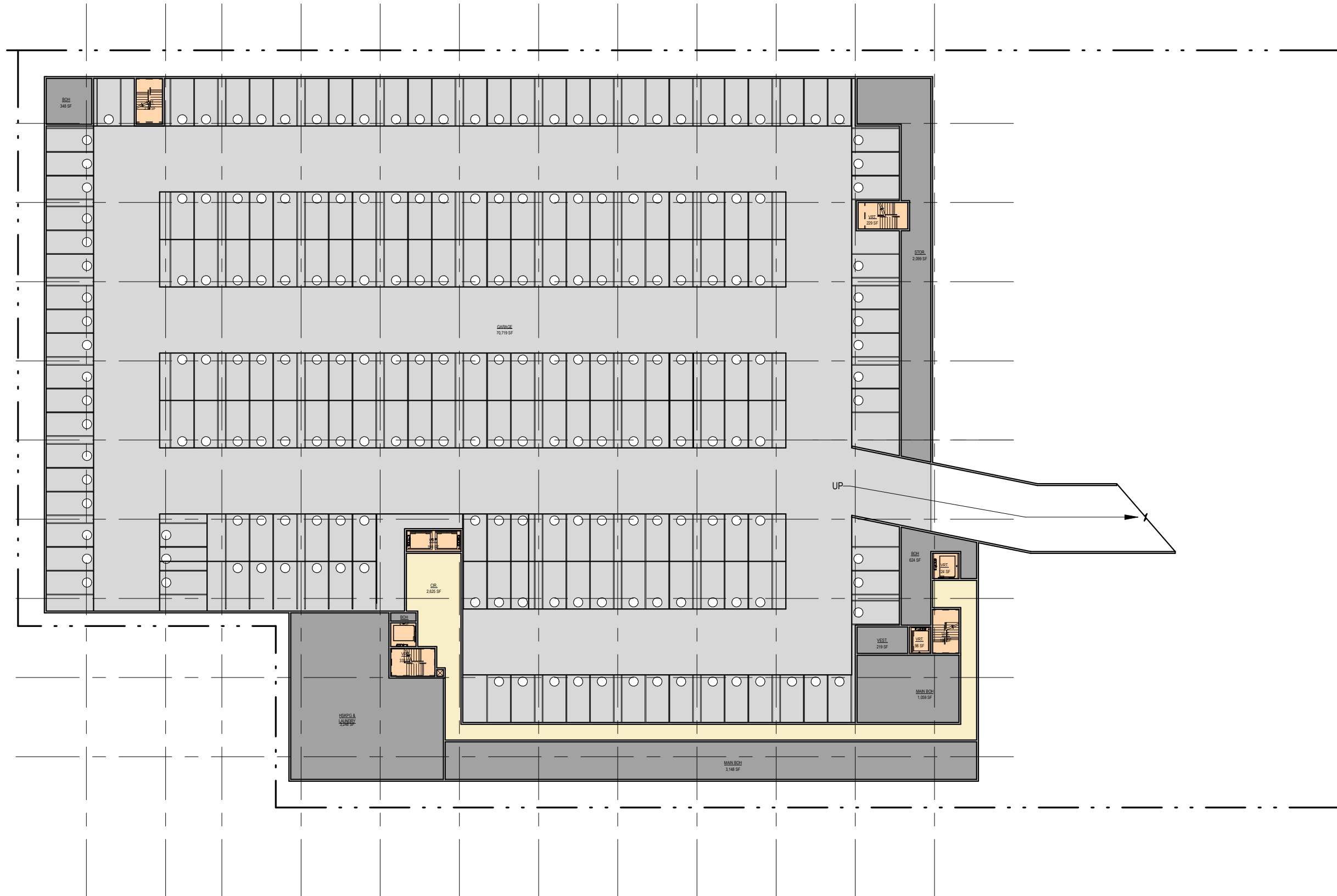
| | Parking | |
|-----|-----------------|-----------------|
| | Stalls Required | Stalls Provided |
| B02 | 188 | 190 |

| Area | | | |
|-----------------|--------------------|----------------|--------------------|
| Previous Design | | Updated Design | |
| Site Area | Allowable Comm FAR | Site Area | Allowable Comm FAR |
| 140,346 | 112,277 | 115,118 | 92,094 |

| | Commerical | Resi. | Service | Garage | Total |
|-------|------------|---------|---------|--------|---------|
| B02 | | | 13,412 | 70,719 | 84,131 |
| B01 | 41,869 | 25,653 | 3,692 | | 71,214 |
| L01 | 33,022 | 28,764 | 335 | | 62,121 |
| L02 | 35,613 | 32,570 | 357 | | 68,540 |
| L03 | 4,367 | 62,875 | 496 | | 67,738 |
| Total | 114,871 | 149,862 | 18,292 | 70,719 | 353,744 |

Commerical FAR Area (excl. B1&B2) 73,002 SF



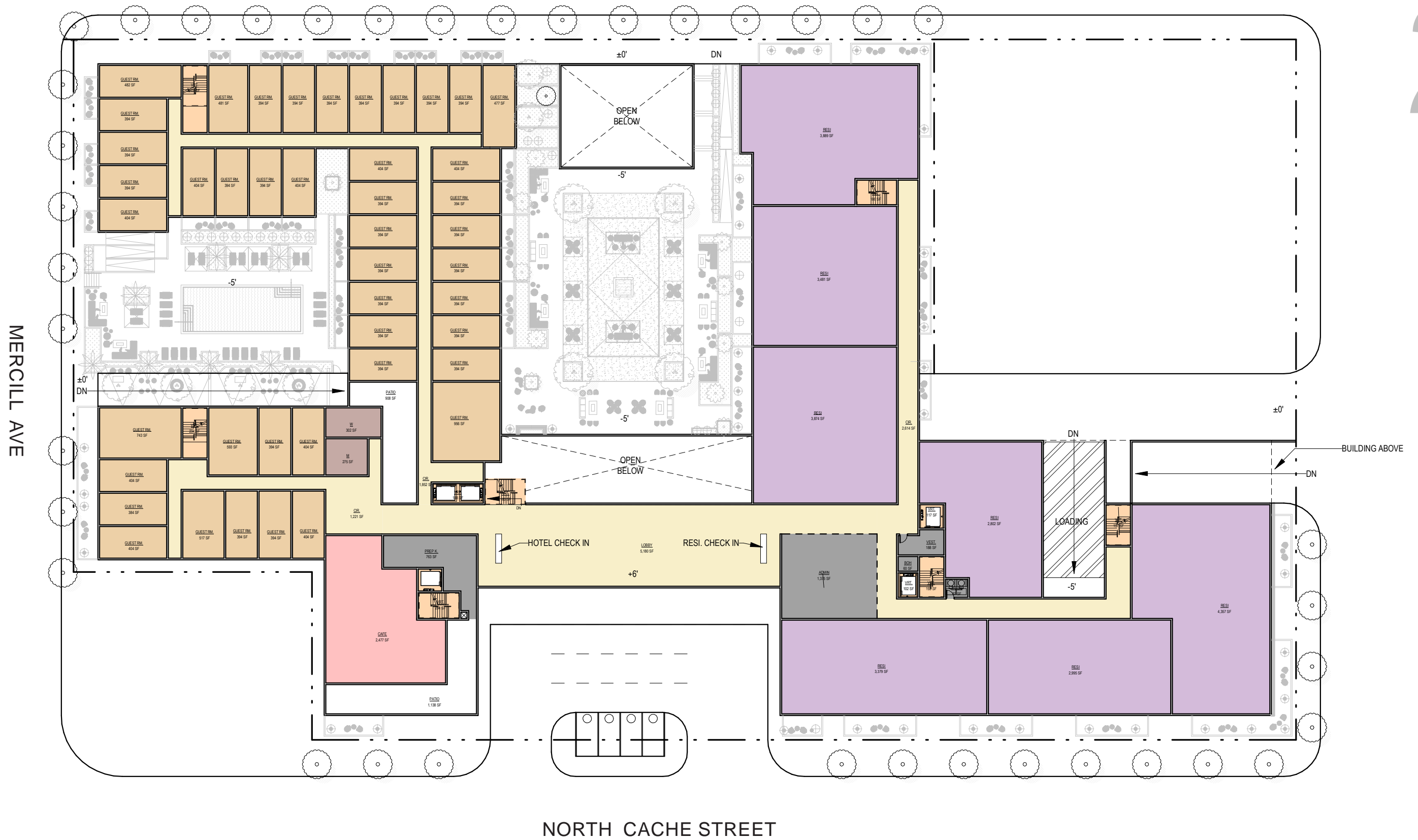


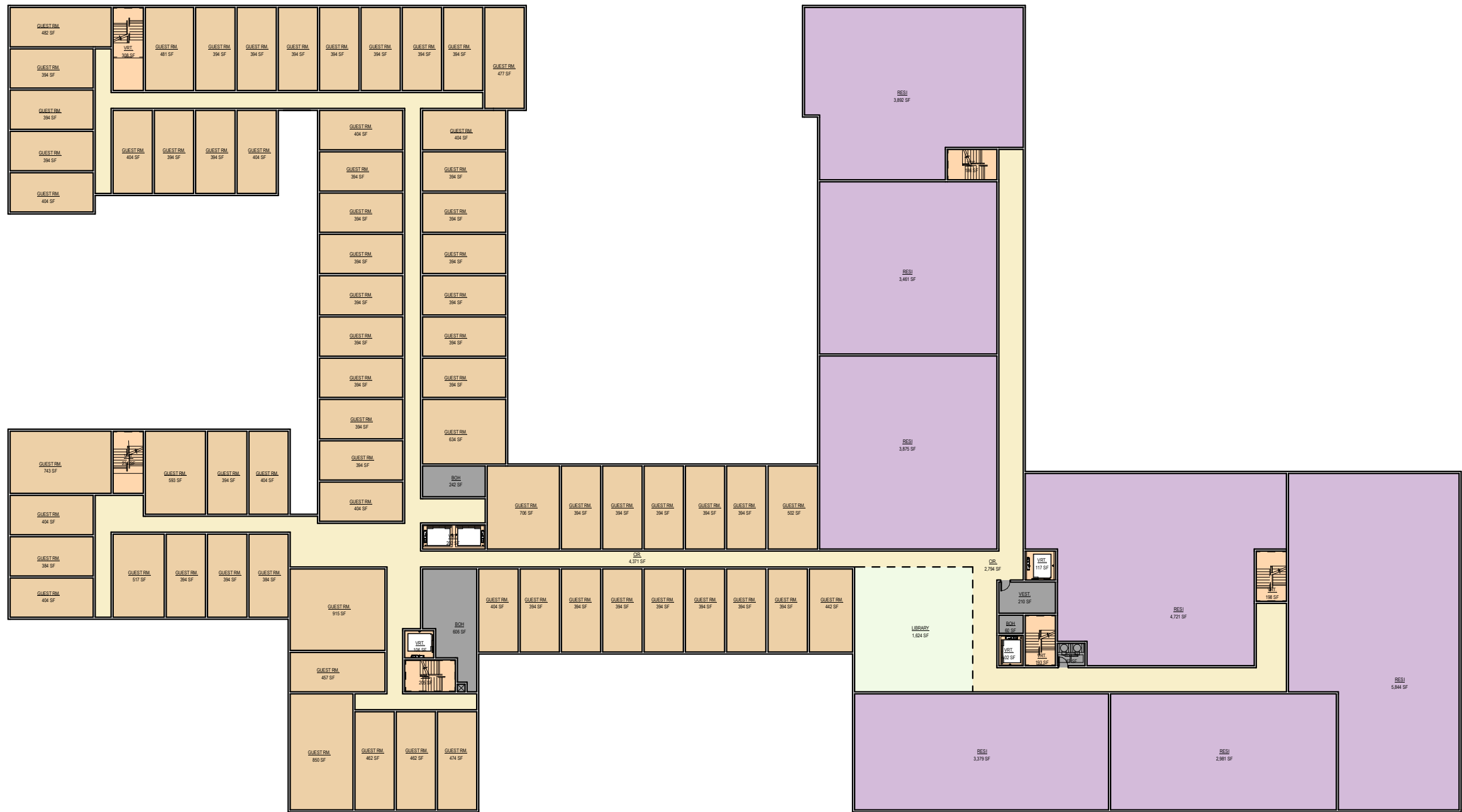
MERCILL AVE

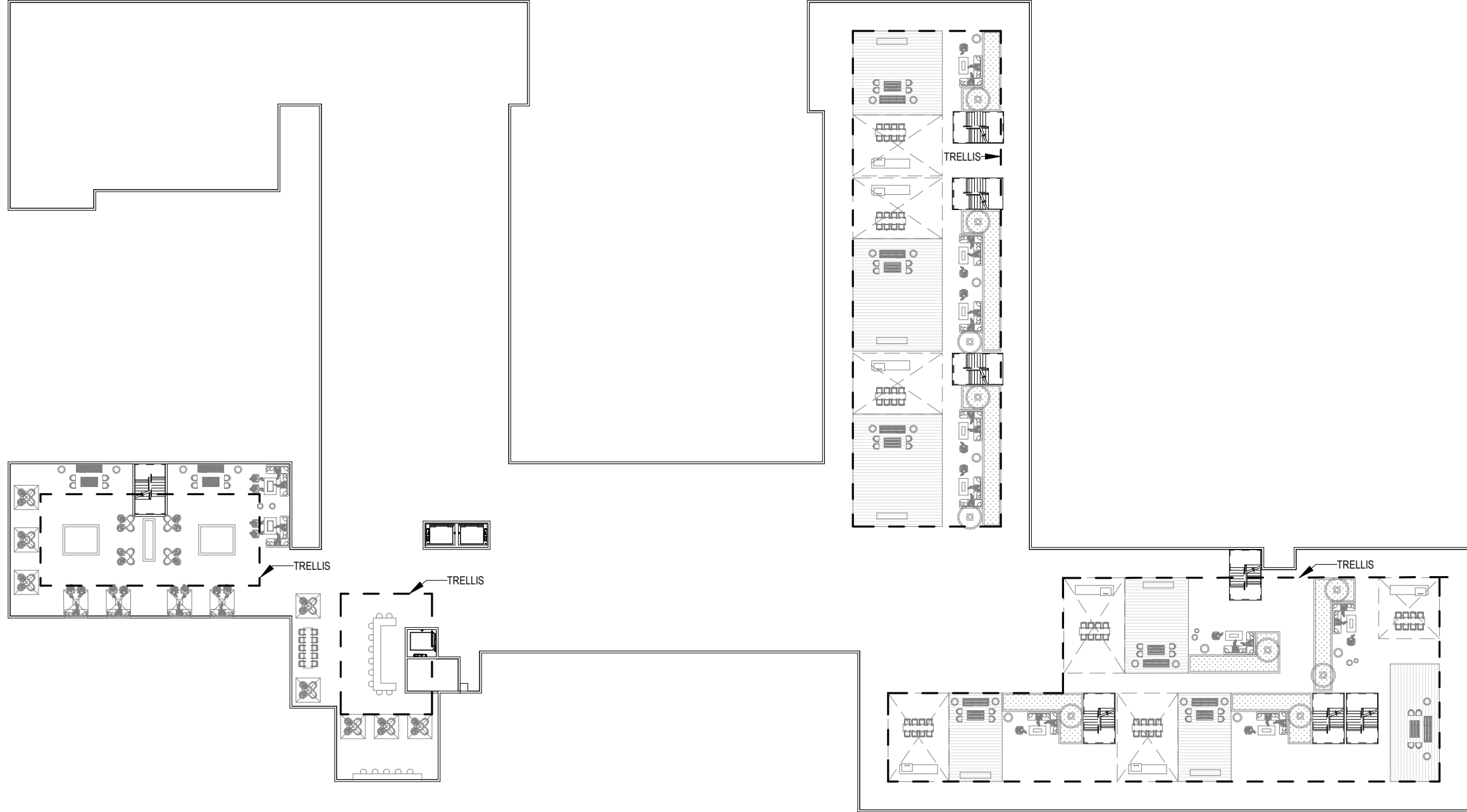
PERRY STREET

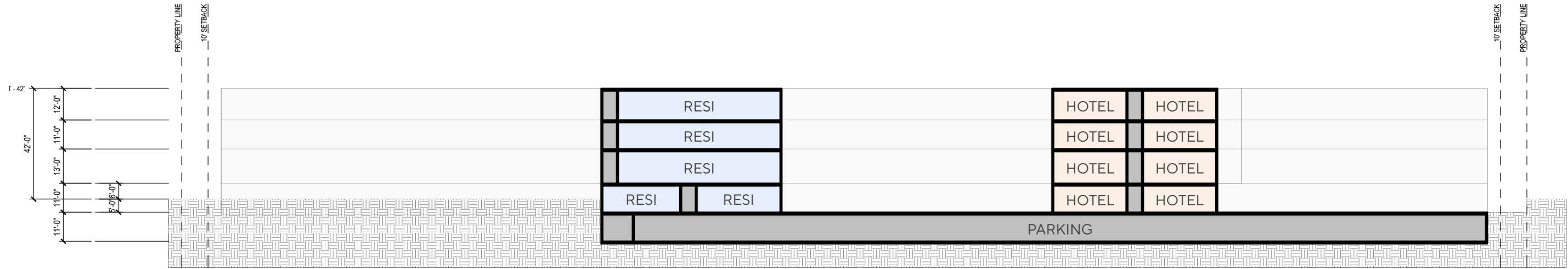


NORTH CACHE STREET

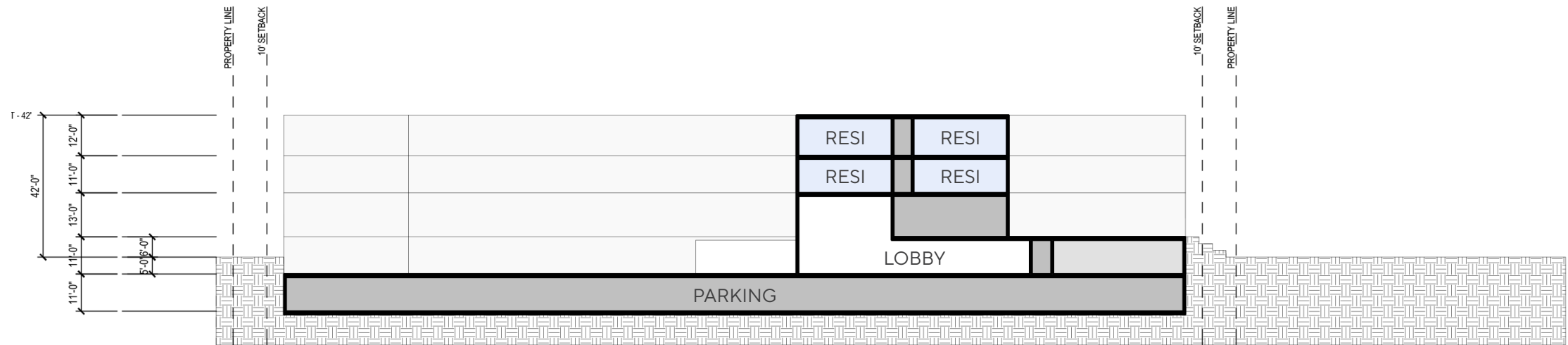




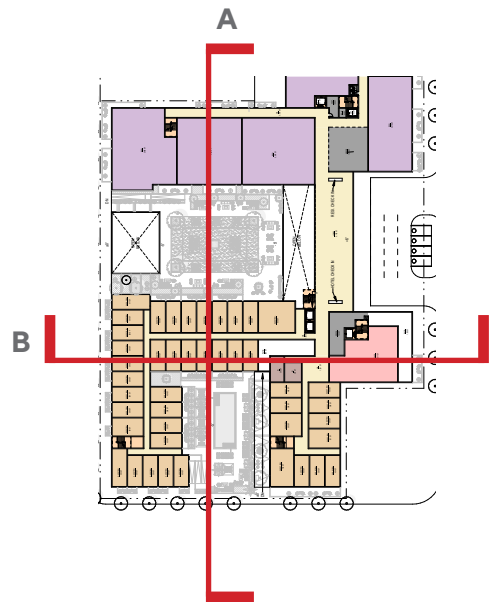


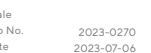
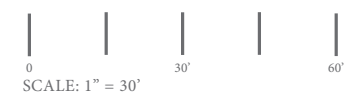


SECTION A



SECTION B

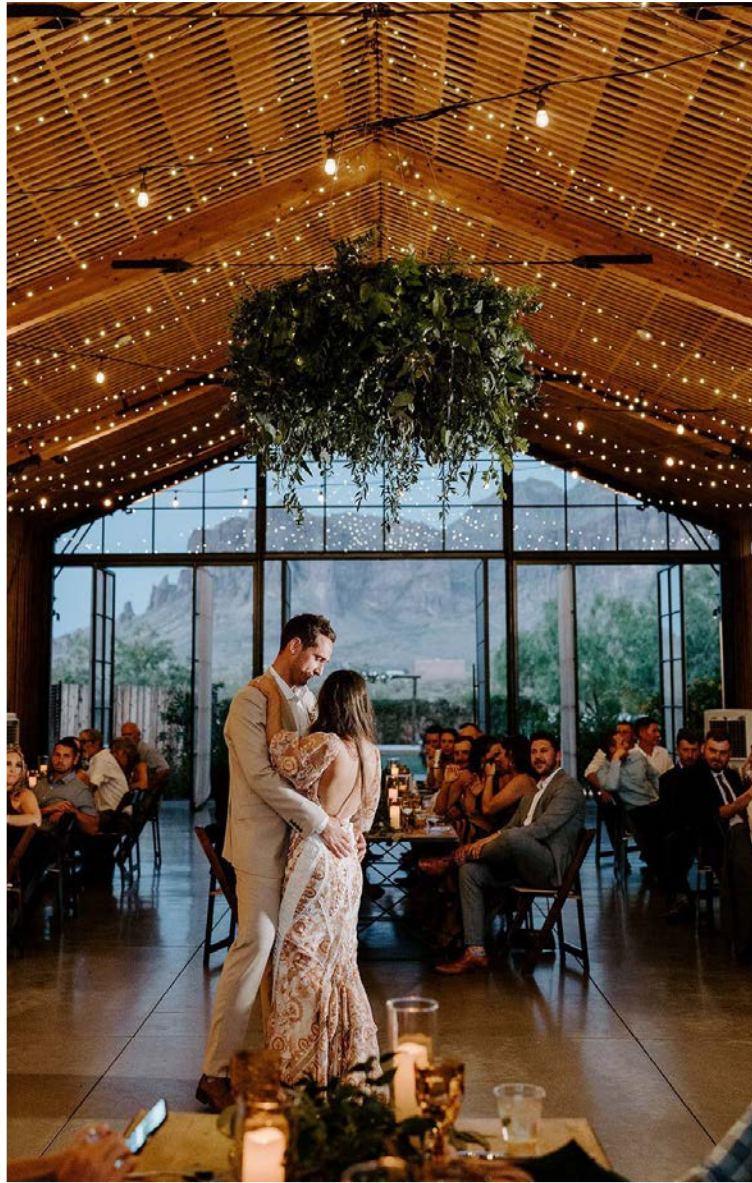


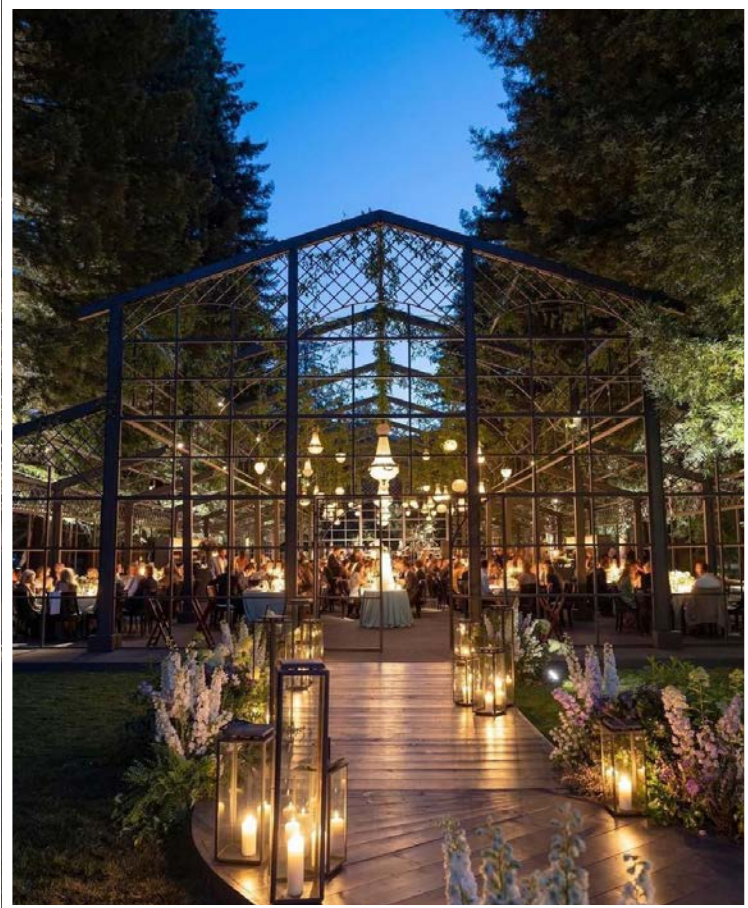




PLACE MAKING & ARCHITECTURE















THANK YOU!