



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: November 14, 2023

Item #: P23-202

Planner: Katelyn Page

Phone: 733-0440 ext. 1302

Email: kpage@jacksonwy.gov

Owner:

Powderhorn Partners Real Estate, LLC
C/o Christopher Hawks
199 E. Pearl Ave Suite 102
Jackson, WY 83001

Applicant:

Sidney Hanna
3825 N. Shiloh Dr.
Fayetteville, AR 72703

REQUESTS:

The applicant is submitting a Zoning Compliance Verification for the properties located at 625-685 Powderhorn Ln., PIDNs:

22-41-16-32-4-43-001
22-41-16-32-4-43-002
22-41-16-32-4-43-003
22-41-16-32-4-43-004
22-41-16-32-4-43-005
22-41-16-32-4-43-006
22-41-16-32-4-43-007

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

Please respond by: December 5, 2023 (with Comments)

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: _____ APNS: 22-41-16-32-4-43-002
22-41-16-32-4-43-003
22-41-16-32-4-43-007
Physical Address: _____ 22-41-16-32-4-43-004
22-41-16-32-4-43-005
Lot, Subdivision: _____ 22-41-16-32-4-43-006
22-41-16-32-4-43-001
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

Use Permit	Physical Development	Interpretations
<input 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.

Sidney Hanna

Signature of Property Owner or Authorized Applicant/Agent

_____ Date

Name Printed

_____ Title



Wyoming Secretary of State
State Capitol Building, Room 110
200 West 24th Street
Cheyenne, WY 82002-0020
Ph. 307.777.7311
Fax 307.777.5339
Email: Business@wyo.gov

Max Maxfield, WY Secretary of State
FILED: 05/17/2013 04:07 PM
ID: 2013-000643694

Limited Liability Company Articles of Organization

1. Name of the limited liability company:

Powderhorn Housing LLC

2. Name and physical address of its registered agent:

(The registered agent may be an individual resident in Wyoming, a domestic or foreign entity authorized to transact business in Wyoming, having a business office identical with such registered office. The registered agent must have a physical address in Wyoming. A Post Office Box or Drop Box is not acceptable. If the registered office includes a suite number, it must be included in the registered office address.)

Snake River Corporate Services, 199 East Pearl Avenue, Suite 102, Jackson, WY 83001

3. Mailing address of the limited liability company:

C/O JHMR, PO Box 290, Teton Village, WY 83025

4. Principal office address:

3395 West Village Drive, Teton Village, WY 83025

Signature:

(Shall be executed by an organizer.)

Date: 05/13/2013

(mm/dd/yyyy)

Print Name: Christopher H. Hawks

Contact Person: Christopher H. Hawks

Daytime Phone Number: (307) 733-9437 **Email:** chris@hawksassociates.net





Wyoming Secretary of State
State Capitol Building, Room 110
200 West 24th Street
Cheyenne, WY 82002-0020
Ph. 307.777.7311
Fax 307.777.5339
Email: Business@wyo.gov

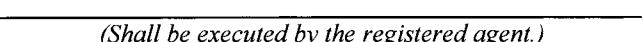
Consent to Appointment by Registered Agent

I, Snake River Corporate Services <small>(name of registered agent)</small>	, registered office located at 199 East Pearl Avenue, Suite 102, Jackson, WY 83001	voluntarily consent to serve
* <small>(registered office physical address, city, state & zip)</small>		
as the registered agent for	Powderhorn Housing LLC <small>(name of business entity)</small>	

I hereby certify that I am in compliance with the requirements of W.S. 17-28-101 through W.S. 17-28-111.

Signature: 	Date: 05/13/2013 <small>(mm/dd/yyyy)</small>
<small>(Shall be executed by the registered agent.)</small>	
Print Name: Christopher H. Hawks	Daytime Phone: (307) 733-9437
Title: President	Email: chris@hawksassociates.net
Registered Agent Mailing Address (if different than above):	PO Box 4430, Jackson, WY 83001

***If this is a new address, complete the following:**

Previous Registered Office(s):	
I hereby certify that:	
<ul style="list-style-type: none">After the changes are made, the street address of my registered office and business office will be identical.This change affects every entity served by me and I have notified each entity of the registered office change.I certify that the above information is correct and I am in compliance with the requirements of W.S. 17-28-101 through W.S. 17-28-111.	
Signature: 	Date: 05/13/2013 <small>(mm/dd/yyyy)</small>
<small>(Shall be executed by the registered agent.)</small>	
Checklist <input type="checkbox"/> Submit one originally signed consent to appointment and one exact photocopy.	

STATE OF WYOMING
Office of the Secretary of State

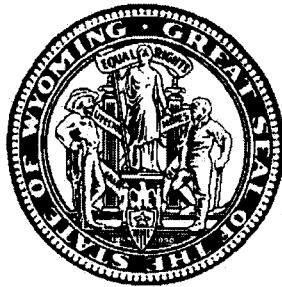
I, MAX MAXFIELD, SECRETARY OF STATE of the STATE OF WYOMING, do hereby certify that the filing requirements for the issuance of this certificate have been fulfilled.

CERTIFICATE OF ORGANIZATION

Powderhorn Housing LLC

Accordingly, the undersigned, by virtue of the authority vested in me by law, hereby issues this Certificate.

I have affixed hereto the Great Seal of the State of Wyoming and duly executed this official certificate at Cheyenne, Wyoming on this **17th** day of **May, 2013**.



Max Maxfield
Secretary of State

By: _____ Meghan Connor _____

Filed Date: 05/17/2013

WYOMING SECRETARY OF STATE

OFFICIAL RECEIPT

Thank you for your payment!

DO NOT PAY!
THIS IS NOT A BILL.

Amount Paid: \$100.00

Receipt #: 736500

Receipt Date: May 17, 2013

Processed By: MEGHAN CONNOR

Corp #: 2013-000643694

Christopher Hawks, P.C.
PO Box 1495
Jackson, WY 83001

Payment	Reference	Amount
CHECK	11345	100.00
	TOTAL PAYMENT	\$100.00



Description of Charges	Invoice #	Sec. File #	Quantity	Unit Price	Total
LCD - Limited Liability Company - Domestic			1	100.00	100.00
TOTAL CHARGES PAID					\$100.00



In Reference To:

Powderhorn Housing LLC

Comments:

SECRETARY OF STATE
State Capitol, 200 W. 24th St.
Cheyenne, WY 82002-0020

PAD or Billing Questions?
(307) 777-5343
SOSBilling@wyo.gov



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: **Christopher Hawks** Title: Attorney in Fact

Being duly sworn, deposes and says that Powderhorn Housing LLC is the owner in fee of the premises located at: Name of legal property owner as listed on deed

Address of Premises: 655 POWDERHORN Ln

Legal Description: See attached legal description

Please attach additional sheet for additional addresses and legal descriptions

And, that the person named as follows: Name of Applicant/agent: **Sidney Hanna**

Mailing address of Applicant/agent: 3825 N Shiloh Dr, Fayetteville, AR 72703

Email address of Applicant/agent: zoning@blewinc.com

Phone Number of Applicant/agent: **888-933-2111**

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 is this(these) application(s) at the premises listed above:

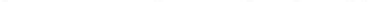
Development/Subdivision Plat Permit Application Building Permit Application

Public Right of Way Permit Grading and Erosion Control Permit Business License Application

Demolition Permit Home Occupation Other (describe) Zoning Certification Letter

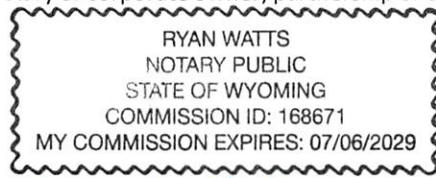
Under penalty of perjury, the undersigned swears that the foregoing is true and, if signing on behalf of a corporation, partnership, limited liability company or other entity, the undersigned swears that this authorization is given with the appropriate approval of such entity, if required.

Property Owner Signature

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

STATE OF Wyoming)

COUNTY OF Teton



The foregoing instrument was acknowledged before me by John Doe this 12 day of November. WITNESS my hand and official seal.

Notary Public

My commission expires: 7/6/29



ZONING VERIFICATION

Zoning Verification Letter Provided To: Sidney Hanna

**3825 N. Shiloh Drive
Fayetteville, AR 72703
Zoning@blewinc.com
479-443-4506
Blew Job # 23-7511.01**

APNS: 22-41-16-32-4-43-002
22-41-16-32-4-43-003
22-41-16-32-4-43-007
22-41-16-32-4-43-004
22-41-16-32-4-43-005
22-41-16-32-4-43-006
22-41-16-32-4-43-001

Subject Property:

Address _____
Parcel # _____

- 1. The current zoning classification for the subject property:** _____
- 2. Adjacent property zoning designations:** _____

North	South	East	West

- 3. Is the subject property located in a Planned Development?**

Yes (*documentation attached*)
 Yes, but documentation is no longer available (*if the documents are no longer available due to municipality document retention time-period, please include in comments section below*)
 No

Comments: _____

- 4. Is the subject property located in any special, restrictive or overlay districts?**

Yes No

Comments: _____

- 5. According to the zoning ordinances and regulations for this district, the use of the subject property is a:**

Permitted use by right
 Permitted use by Special/Specific Use Permit (*SUP*), or Conditional Use Permit (*CUP*)
 Copy Attached
 Copy Not Available (*see comment below*)
 Permitted use by Planning Commission action
 Permitted use by Special Exception
 Permitted use by Zoning Administrator permit
 Legal Nonconforming Use
 Non-permitted use (*see comment below*)

Comments: _____

- 6. Was the subject property granted any variances, special permits/exemptions, ordinances, conditions, or any form of zoning relief?**

Yes (*documentation attached*)
 Yes, but documentation is no longer available (*if the documents are no longer available due to municipality document retention time-period, please include in comments section below*)
 Yes, however our department does not maintain these records (*if known what department maintains these records, please include in the comments section below so that we may request them separately*)
 No; There do not appear to be any variances, special permits/exemptions, ordinances, conditions, or any other form of zoning relief that apply to this property/properties.

Comments: _____

7. Was the subject property subject to Site Plan approval?

- Yes (*Site plan(s) attached*)
- Yes, but documentation is no longer available (*if the documents are no longer available due to municipality document retention time-period, please include in comments section below*)
- Yes, however our department does not maintain these records (*if known what department maintains these records, please include in the comments section below so that we may request them separately*)
- No, the property/properties were not subject to a site plan approval process.

Comments:

8. The subject improvement(s) was/were developed:

- In accordance with the Current Zoning Code requirement and is legal conforming.
- In accordance with Previous Zoning Code requirements and if any nonconforming issues exist with respect to current zoning requirements the property would be considered Legal nonconforming. (*Grandfathered*.)
- In accordance with an Approved Site Plan; if any nonconforming issues exist with respect to current zoning Requirements, the property would be considered legal nonconforming.
- Nonconforming

Comments:

9. Do your records show any unresolved Zoning code violations?

- Yes (*Violations attached*)
- Yes, but documentation is no longer available (*if the documents are no longer available due to municipality document retention time-period, please include in comments section below*)
- Unknown - our department does not maintain these records (*if known what department maintains these records, please include in the comments section below so that we may request them separately*)
- No, there are no open violations on file.

**Please note, this is only a request for open violations of which you are aware, not a request for inspection.*

Comments:

10. Do your records show any unresolved Building code violations?

- Yes (*Violations attached*)
- Yes, but documentation is no longer available (*if the documents are no longer available due to municipality document retention time-period, please include in comments section below*)
- Yes, however our department does not maintain these records (*if known what department maintains these records, please include in the comments section below so that we may request them separately*)
- No, there are no open violations on file.

**Please note, this is only a request for open violations of which you are aware, not a request for inspection.*

Comments:

11. Do your records show any unresolved Fire/Safety code violations?

- Yes (Violations attached)
- Yes, but documentation is no longer available (if the documents are no longer available due to municipality document retention time-period, please include in comments section below)
- Yes, however our department does not maintain these records (if known what department maintains these records, please include in the comments section below so that we may request them separately)
- No, there are no open violations on file.

**Please note, this is only a request for open violations of which you are aware, not a request for inspection.*

Comments:

12. Was the subject property issued Certificate(s) of Occupancy? If so, please provide copies of all available Certificates of Occupancy?

- Yes, a valid Certificate(s) of Occupancy has been issued and is attached.
- Certificates of Occupancy are not required. Building permits have however been issued and are attached.
- Certificates of Occupancy issued prior to _____ are no longer on file.
- Although it appears that a Certificate of Occupancy has been issued, we are unable to locate Certificate(s) of Occupancy for the property in our records.

Comments:

13. In the case that the address has multiple buildings are Certificates of Occupancy issued by the municipality as a single Certificate of Occupancy per address, or one Certificate of occupancy per building located on site?

- Per Address
- Per Building on Site

14. If a valid Certificate of Occupancy (either per address, or building) is not on file for any of the above-mentioned reasons, or otherwise, is the absence of a valid Certificate of Occupancy on file considered a violation, (which might result in an enforcement action)?

- Yes
- No

Comments:

15. Change of Use(s)/Tenant(s)/Owner(s) requires new Certificate of Occupancy?

- Yes
- No

Comments:

Sincerely,

Name:

Department:

Municipality:

Signature:

Title:

Email:

Phone #:

Date: