



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
- ☐ 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

<p>Date: April 11, 2024</p> <p>Item #: P24-057</p> <p>Planner: Paul Anthony</p> <p>Phone: 733-0440 ext. 1303</p> <p>Email: panthony@jacksonwy.gov</p> <p>Owners: Kudar Enterprises, Inc PO Box 1785 Jackson, WY 83001</p> <p>Applicant: Hal Hutchinson HH Land Strategies, LLC PO Box 1902 Jackson, WY 83014</p>	<p>REQUESTS:</p> <p>The applicant is submitting a request for an Option Pre-Application Conference with Town Council to discuss conceptual redevelopment of the properties addressed 250, 260, and 262 N. Cache Street legally known as (respectively):</p> <p>LOTS 7-8, BLK. 2, SMITH LOT 7, BLK. 3, SMITH PT SW1/4SW1/4, SEC. 27, TWP. 41 RNG. 116 PT SW1/4SW1/4, SEC. 27, TWP. 41, RNG. 116</p> <p>PIDNS (respectively): 22-41-16-27-3-03-001 22-41-16-27-3-00-001 22-41-16-27-3-00-014</p> <p>For questions, please call Paul Anthony at 307-733-0440 x 1303 or email the address shown to the left. Thank you.</p>
<p>Please respond by: April 25, 2024 (with Comments)</p>	

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



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: 4/10/2024

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: Michael Kudar Title: President

Being duly sworn, deposes and says that Kudar Enterprises, Inc is the owner in fee of the premises located at: _____
Name of legal property owner as listed on deed

Address of Premises: 250, 260 & 262 N Cache Street

Legal Description: PT SW1/4SW1/4, SEC. 27, TWP. 41 RNG. 116, LOTS 7-8, BLK. 2, SMITH LOT 7, BLK. 3, SMITH
Please attach additional sheet for additional addresses and legal descriptions

And, that the person named as follows: Name of Applicant/agent: Hal Hutchinson, HH Land Strategies, LLC

Mailing address of Applicant/agent: PO Box 1902, Wilson, WY 83014

Email address of Applicant/agent: hal@hhlandstrategies.com

Phone Number of Applicant/agent: 307-699-0265

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) Town Council workshop pre-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 _____

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 Michael J. Kudar this 10th day of April, 2024. WITNESS my hand and official seal.

Cheri S. Hauser
Notary Public

My commission expires: Sept. 10, 2024

HH LAND STRATEGIES, LLC

PO Box 1902, WILSON, WY 83014

307-699-0265 – HAL@HHLANDSTRATEGIES.COM

April 10, 2024

To: Paul Anthony, Town of Jackson Planning Department

From: Michael Kudar, Kudar Enterprises, Inc., Hal Hutchinson, HH Land Strategies, LLC

RE: Kudar Hotel Redevelopment, Town Council Workshop Request

Kudar Enterprises, Inc. owner of the Kudar Property (Subject Property) located at 250, 260, and 262 North Cache Street requests an optional workshop with the Town of Jackson Town Council to review and discuss plans for the Kudar Property.

The Kudar Property consists of three contiguous but separate parcels of land, including a parcel of 1.67 acres located at 260 N Chace Street, a .57-acre parcel located at 262 N Cache Street and a .47-acre parcel located at 250 N Cache Street. The overall acreage of the Kudar Property is 2.71 acres. The property is zoned Downtown Commercial 1 (DC-1) and is within the Lodging Overlay. The property has historically, and continues to be used as traditional lodging.

The Subject Property fronts North Cache Street to the west, Mercill Avenue to the north, the Town of Jackson owned Home Ranch Parking Lot to the south, and Town of Jackson owned Parks and Recreation Center to the east. The Town of Jackson owned property to the south and east are zoned Public/Semi Public.

Kudar Enterprises, Inc are planning a redevelopment of their overall property. and have developed conceptual plans for the redevelopment. The purpose of this pre-application conference submittal is to request a Town Council workshop to review and discuss these conceptual plans. While this Town Council workshop is optional, the owners would like to solicit feedback from Town Council on the overall redevelopment plans for the property and feedback on how the redevelopment plans interact with and complement Town of Jackson uses on their properties to the south and east of the Subject Property.

The conceptual redevelopment plans include development of a traditional hotel building fronting Cache Street and extending east approximately 250'. The traditional hotel building will contain 89 hotel rooms on the first and second levels and 7 condominium units on the third level. These condominium units will be available for short term rental. The hotel building will also include typical hotel amenities, including a restaurant/bar and spa/wellness center. The hotel building will include a central green space courtyard and a green space buffer between the hotel building and the Home Ranch Parking lot. Underground parking for approximately 110-120 parking spaces will be located underground beneath the hotel building and will serve as parking for the hotel and condominium uses that are proposed to be located east of the hotel building.

A vehicular right of way directly east of the proposed hotel building is also included in the plans. This right of way will extend north from Mercill Avenue through to the Home Ranch Parking lot to the south. The concept calls for this to be a one way right of way running north to south, providing pick up and drop off for the hotel use.

East of the proposed right of way the plans call for development of approximately 18 condominium units in two separate buildings that will be available for short term rental. Substantial green space will be located in an interior courtyard and to the west and south of the proposed condominium buildings. Parking for the condominium units will be located within the underground parking beneath the hotel building.

To the east of the condominium buildings is an area of land measuring approximately 180' x 150'; approximately 27,000 s.f., or .62 acres. The concept plans show the location of 14 units that will be the affordable housing units required for mitigating the hotel and condominium development. Access to the

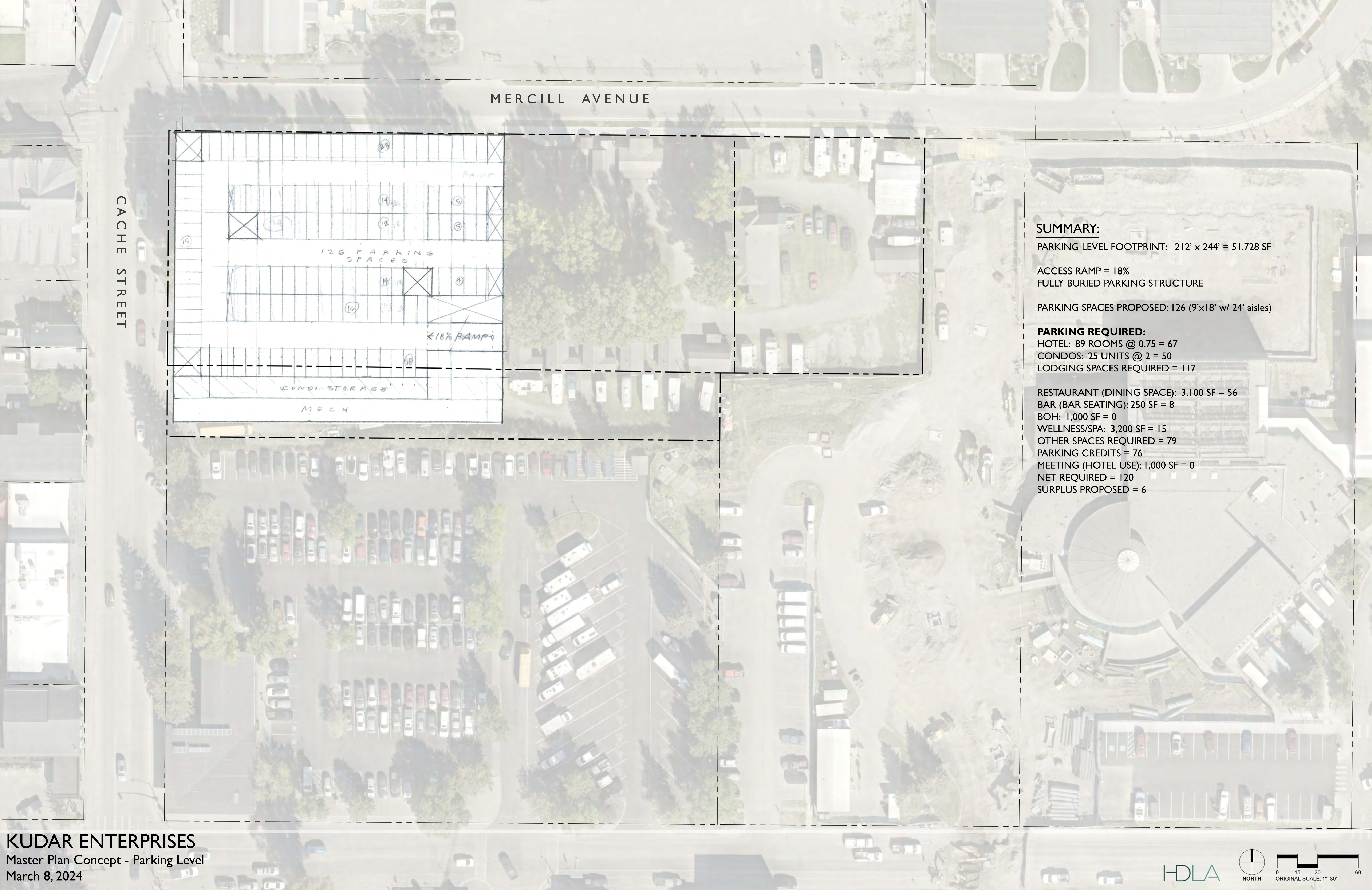
affordable housing units will be taken via a dead-end travel way from Mercill. The area where the affordable housing units are located is more than sufficient to accommodate 14 housing units, and could easily accommodate additional housing units if necessary/desirable.

The Kudar Motel property currently contains a numerous historic log cabins. In an effort to preserve a portion of these cabins, and provide green space rather than a monolithic building fronting the Parks and Recreation Center, the concept calls for relocating 5 of these historic cabins along the eastern boundary of the property, fronting the planned extension of King Street. These cabins could contain affordable or free market housing.

Overall, the redevelopment concept is to locate the greatest amount of development along the western portion of the property fronting Cache Street – a major thoroughfare into Town - and generally reducing the mass and scale of the development as it extends east. The concept includes connections south from Mercill, creating some level of travel way redundancy in the area. It also proposes significant green space throughout the development and proposes an overall FAR well below the 1.3 FAR permitted in the DC-1 zone district.

The concept plans include a parking level plan, a street level plan, a second level plan and a third level plan. In addition, the owners have considered how the development could interact with, and complement, the Town owned Home Ranch parking lot. This is shown on the plan titled “Street Level with Conceptual Town Transit” and shows how the travel way through the Kudar property can effectively function in harmony with a conceptual option for benefiting town transit functionality within the Home Ranch Parking lot.

We look forward to meeting with Town Council to discuss these plans. Please do not hesitate to contact the owner or agent if you have any questions or would like to discuss these plans prior to the Town Council workshop.



SUMMARY:
PARKING LEVEL FOOTPRINT: 212' x 244' = 51,728 SF

ACCESS RAMP = 18%
FULLY BURIED PARKING STRUCTURE

PARKING SPACES PROPOSED: 126 (9'x18' w/ 24' aisles)

PARKING REQUIRED:
HOTEL: 89 ROOMS @ 0.75 = 67
CONDOS: 25 UNITS @ 2 = 50
LODGING SPACES REQUIRED = 117

RESTAURANT (DINING SPACE): 3,100 SF = 56
BAR (BAR SEATING): 250 SF = 8
BOH: 1,000 SF = 0
WELLNESS/SPA: 3,200 SF = 15
OTHER SPACES REQUIRED = 79
PARKING CREDITS = 76
MEETING (HOTEL USE): 1,000 SF = 0
NET REQUIRED = 120
SURPLUS PROPOSED = 6

