



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
- ☐ 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

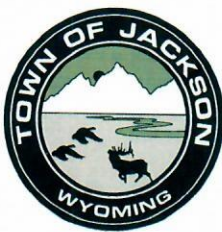
- ☐ Qwest
- ☐ Lower Valley Energy
- ☐ Bresnan Communications

Special Districts

- ☒ START
- ☒ Jackson Hole Fire/EMS
- ☐ Irrigation Company

<p>Date: May 21, 2024</p> <p>Item #: P24-083</p> <p>Planner: Tyler Valentine</p> <p>Phone: 733-0440 ext. 1305</p> <p>Email: tvalentine@jacksonwy.gov</p> <p>Owner Elise Lapunzina 416 A Washington Blvd San Francisco, CA 94129</p> <p>Applicant John Stricklin PO Box 1114 Jackson, WY 83001</p>	<p>REQUESTS:</p> <p>The applicant is submitting a request for a Basic Use Permit for Temporary Construction Staging use for the property located at 855 Wheatleigh Way, legally known as LOT 31, DAISY BUSH 3RD ADDITION.</p> <p>PIDN: 22-41-16-34-1-AH-004</p> <p>For questions, please call Tyler Valentine at 733-0440 x 1305 or email the address shown to the left. Thank you.</p>
<p>Please respond by: June 11, 2024 (with Comments)</p>	

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: Material Storage for Farah Lane Project

Physical Address: 885 Wheatleigh Way, Jackson, WY 83001

Lot, Subdivision: Lot 18, Daisy Bush Second Addition

PIDN: 22-41-16-34-1-AD-004

PROPERTY OWNER.

Name: Elise Lapunzina

Phone: 415-518-6674

Mailing Address: 416A Washington Blvd, San Francisco, CA

ZIP: 94129-1293

E-mail: lapunzina@gmail.com

APPLICANT/AGENT.

Name: John Stricklin

Phone: 415-297-9277

Mailing Address: PO Box 1114, Jackson, WY

ZIP: 83001

E-mail: johnstricklin@sbcglobal.net

DESIGNATED PRIMARY CONTACT.

____ Property Owner ☒ Applicant/Agent

TYPE OF APPLICATION. Please check all that apply; review the type of application at www.townofjackson/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 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.

Signature of Property Owner or Authorized Applicant/Agent

John Stricklin

Name Printed

04.28.2024

Date

Authorized Applicant

Title



MATEOSKY
CONSTRUCTION, INC

Temporary Construction Staging Standards:

- a. This property will be used to store materials and equipment and for employee parking (see included map) for the project at lots 8-12 of the Teton Landing Addition 2nd Filing, permit numbers:
B23-0308
B23-0309
B23-0299
B23-0305
B23-0304
B23-0301
B23-0306
B23-0307
- b. Use of the property will stop before all of the permits listed above have expired.
- c. No other temporary construction sites will be located at this same property.
- d. A screened, 6' construction fence will be placed around the perimeter of the property.
- e. Hours of operation will be between 7am and 6pm.
- f. All neighbors within 200' have been or will be notified of this use.
- g. This property is directly next to Lot 8 of the Teton Landing Addition 2nd Filing and within one half mile of the remaining lots.
- h. We will follow all noise limitations in Municipal Code 9.44.010.B.
- i. Each lot in the project has a grading permit in conjunction with the existing building permits listed above.



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

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

Address of Premises: 885 Wheatleigh Way, Jackson, WY 83001

Legal Description: 22-41-16-34-1-AD-004

Please attach additional sheet for additional addresses and legal descriptions

And, that the person named as follows: Name of Applicant/agent: John Stricklin

Mailing address of Applicant/agent: PO Box 1114, Jackson, WY 83001-1114

Email address of Applicant/agent: johnstricklin@sbcglobal.net

Phone Number of Applicant/agent: (415) 297-9277

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 ☐ Demolition Permit
☒ Other (describe) Basic Use Permit

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.

Elise Lapunzina
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 California)
COUNTY OF San Francisco) ss.

The foregoing instrument was acknowledged before me by Elise Lapunzina this 1st day of May 2024. WITNESS my hand and official seal.

Carla M. Gomez
Notary Public

My commission expires: 07/08/2025

