



# 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- *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: June 25, 2024

Item #: P24-103

Planner: Katelyn Page

Phone: 733-0440 ext. 1302

Email: [kpage@jacksonwy.gov](mailto:kpage@jacksonwy.gov)

### Owner / Applicant

5 HOLE, LLC  
64 VICKSBURG ST  
SAN FRANCISCO, CA 94114-3325

### REQUESTS:

The applicant is submitting a request for a Basic Use Permit for a short-term rental for the property located at 175 S Glenwood St. #304 legally described as UNIT 304, ARTS DISTRICT WEST CONDOMINIUM ADDITION TO TOJ

**PIDN: 22-41-16-33-1-75-016**

For questions, please call Katelyn Page at 733-0440 x 1302 or email the address shown. Thank you.

**Please respond by: July 16, 2024 (with Comments)**

**RESPONSE:** For Departments not using SmartGov, please send responses via email to:  
[planning@jacksonwy.gov](mailto:planning@jacksonwy.gov)



**PLANNING PERMIT APPLICATION**  
**Planning & Building Department**

150 E Pearl Ave. | ph: (307) 733-0440  
P.O. Box 1687 | [www.townofjackson.com](http://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: Arts District West Condominium Addition to the Town of Jackson

Physical Address: 175 S Glenwood Street, Unit #304, Jackson, WY 83001

Lot, Subdivision: \_\_\_\_\_

PIDN: \_\_\_\_\_

**PROPERTY OWNER.**

Name: 5 Hole, LLC (Michael J. Rosso & Alessandra Taboni)

Phone: (415) 265-4174 / (415) 260-2238

Mailing Address: 270 W Pearl Avenue, Suite 103 P.O. Box 2554, Jackson, WY

ZIP: 83001

E-mail: 5holellc@gmail.com / mikerossosf@gmail.com

**APPLICANT/AGENT.**

Name: Michael J. Rosso / Alessandra Taboni

Phone: (415) 265-4174 / (415) 260-2238

Mailing Address: 64 Vicksburg Street, San Francisco, CA

ZIP: 94114

E-mail: mikerossosf@gmail.com

**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](http://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](http://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](http://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](http://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](http://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

Date

Name Printed

Title

### **Arts District West Unit #304—Business Use Requested for Short Term Rental**

Downtown luxurious 3 Bedroom, 3 Bath condo unit with cozy fireplace, private deck with hot tub, and spectacular views of Snow King Mountain. This beautiful, new top floor unit is your own private retreat above the bustling downtown of Jackson, and is merely a leisurely, 3 minute walk to Jackson Town Square. Stocked kitchen has high-end appliances. Walk easily to your favorite downtown shops and restaurants. Two designated parking spots in heated parking garage. Featuring wonderful watercolor prints of wildlife shot by Gary Crandall who showcases his work at Medicine Bird Gallery in town.

# Level 3 Residential

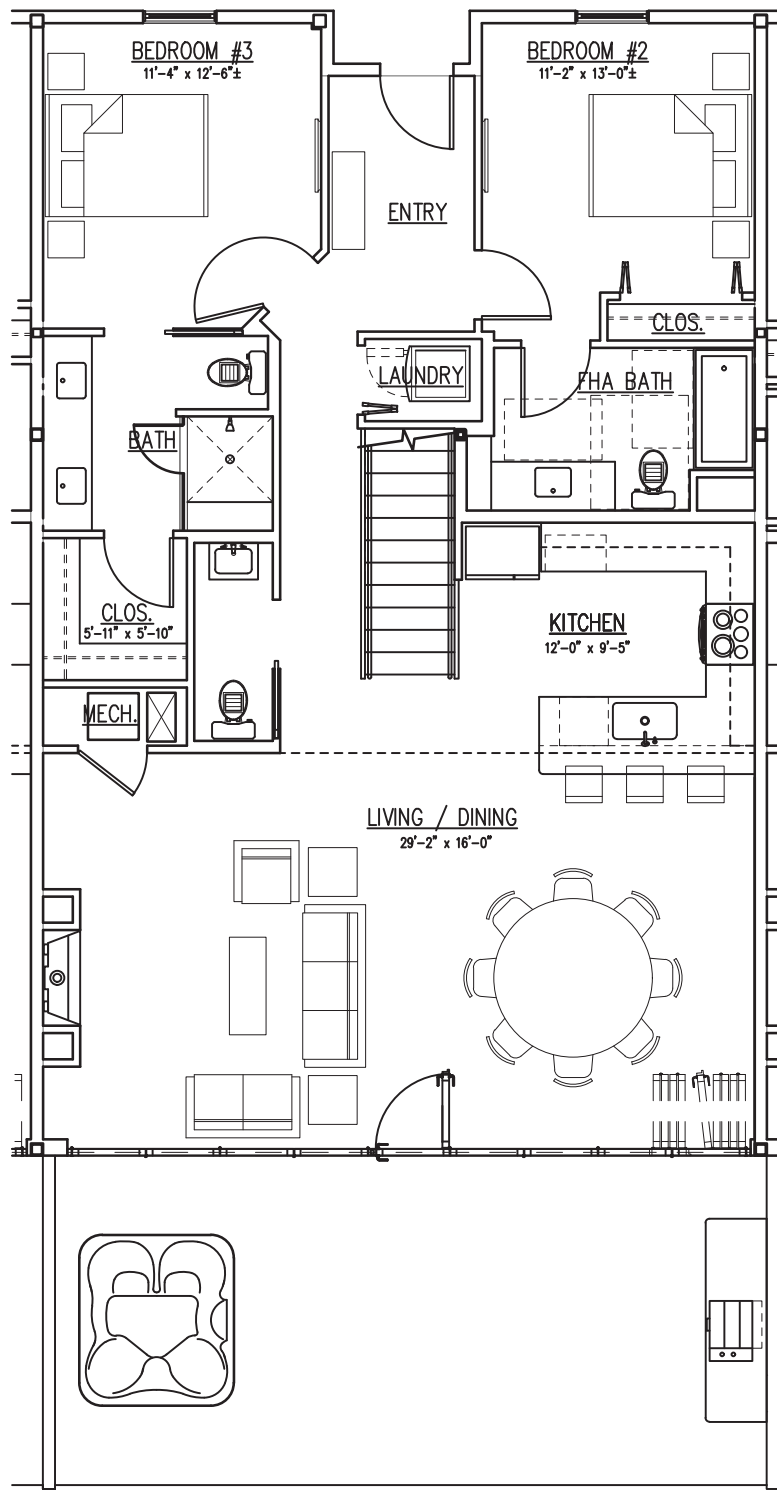
## UNIT 304 - MAIN LEVEL

Bedrooms: 3

Bathrooms: 3 1/2

Total: 1,729 Sq.Ft.

Balcony: 394 Sq. Ft.



# Level 3 Residential

## UNIT 304 - LOFT

