



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: August 13, 2024

Item #: P24-118

Planner: Tyler Valentine

Phone: 307-733-0440 ext. 1305

Email: tvalentine@jacksonwy.gov

Owner

Teton County
PO BOX 1727
Jackson, WY 83001

Applicant/Agent:

Jason Berning
PO BOX 485
Victor, ID 83455

REQUESTS:

The applicant is submitting a request for a required Pre-application meeting for a sketch plan and CUP to redevelop the existing Justice Center complex located at 180 S King Street, legally known as PT. LOT 2, BLK. 5, CACHE-3 addition to the Town of Jackson, PIDN: 22-41-16-34-2-07-003

For questions, please call Tyler Valentine at 307-733-0440, x1305 or email to the address shown below. Thank you.

Please respond by: September 3, 2024 (with Comments)

RESPONSE: For Departments not using Trak-it, please send responses via email to:
planning@jacksonwy.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

Being duly sworn, deposes and says that Teton County is the owner in fee of the premises located at:

Name of property owner as listed on deed

Address of Premises: 180 S King Street / Jackson, WY 83001 & 460 E. Pearl Ave, Jackson, WY 83001

Legal Description: PT. LOT 2, BLK 5, CACHE-3 / LOT 1, SUNRISE ADDITION

Please attach additional sheet for additional addresses and legal descriptions

And, that the person named as follows: Name of Applicant/agent: Jason Berning / Berning Project Management

Mailing address of Applicant/agent: PO Box 485 / Victor, ID 83455

Email address of Applicant/agent: berningpm@gmail.com

Phone Number of Applicant/agent: 307-699-3733

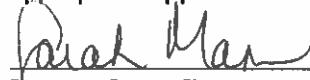
Is authorized to act as property owner's agent and be the applicant for the application(s) checked below for a permit to perform the work specified in this(these) application(s) at the premises listed above:

Development/Subdivision Plat Permit Application Building Permit Application

Public Right of Way Permit Grading and Erosion Control Permit Demolition Permit

Other (describe) _____

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

Director of General Services

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)

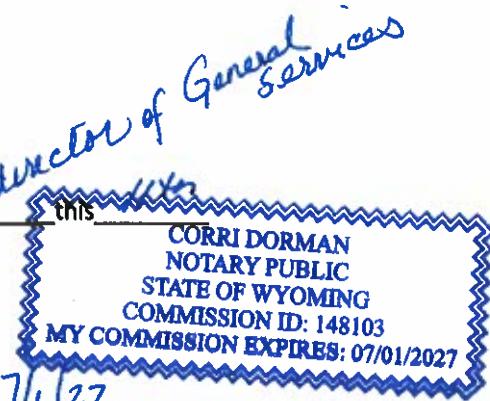
)

The foregoing instrument was acknowledged before me by Sarah Mann this day of *January, 2024*. WITNESS my hand and official seal.



Notary Public

My commission expires: 7/1/27





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 processed 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 3, 2024

Town of Jackson Planning
150 E Pearl Avenue / PO Box 1687
Jackson, WY 83001

ATTN: Paul Anthony

RE: Teton County Justice Center – Pre-Application Conference Request

Dear Paul:

Teton County, with owner's representative partnership of Wember and Berning Project Management (BPM) is submitting a Pre-Application Conference Request for the Teton County Justice Center. The goal from this application is to receive the most thorough review as possible from all Town of Jackson departments. The project architect, Anderson Mason Dale (AMD) has worked consistently with the different county departments to program the most effective design and meet the county operational needs. The result is a 3-story combined courthouse, jail and offices replacing the existing courthouse building. The jail will be removed after completion of the new building and replaced with a parking lot resulting in 18 additional parking spaces on the property.

The project is moving forward with schematic design and further detailed cost estimating. It is not anticipated the project will require changes to use or demand. A parking study will be provided with the future design package. The project does not include affordable housing provisions and assumed to be satisfied with Teton County's current commitments to housing projects and existing housing stock. The funding mechanisms are in discussion including SPET and COPs that will likely take many months to finalize while the design progresses. We plan to work closely with the Town of Jackson, design and construction teams to move the project through sketch and final development plans to prepare for a shovel ready project with a Spring, 2026 construction start.

Our team comprised of Teton County, Wember, BPM, AMD, CLB and Jorgensen look forward to working with the Town of Jackson through the entitlement process for the new Teton County Justice Center. I will be the main point of contact for Teton County for the project entitlements. Please reach out with any questions.

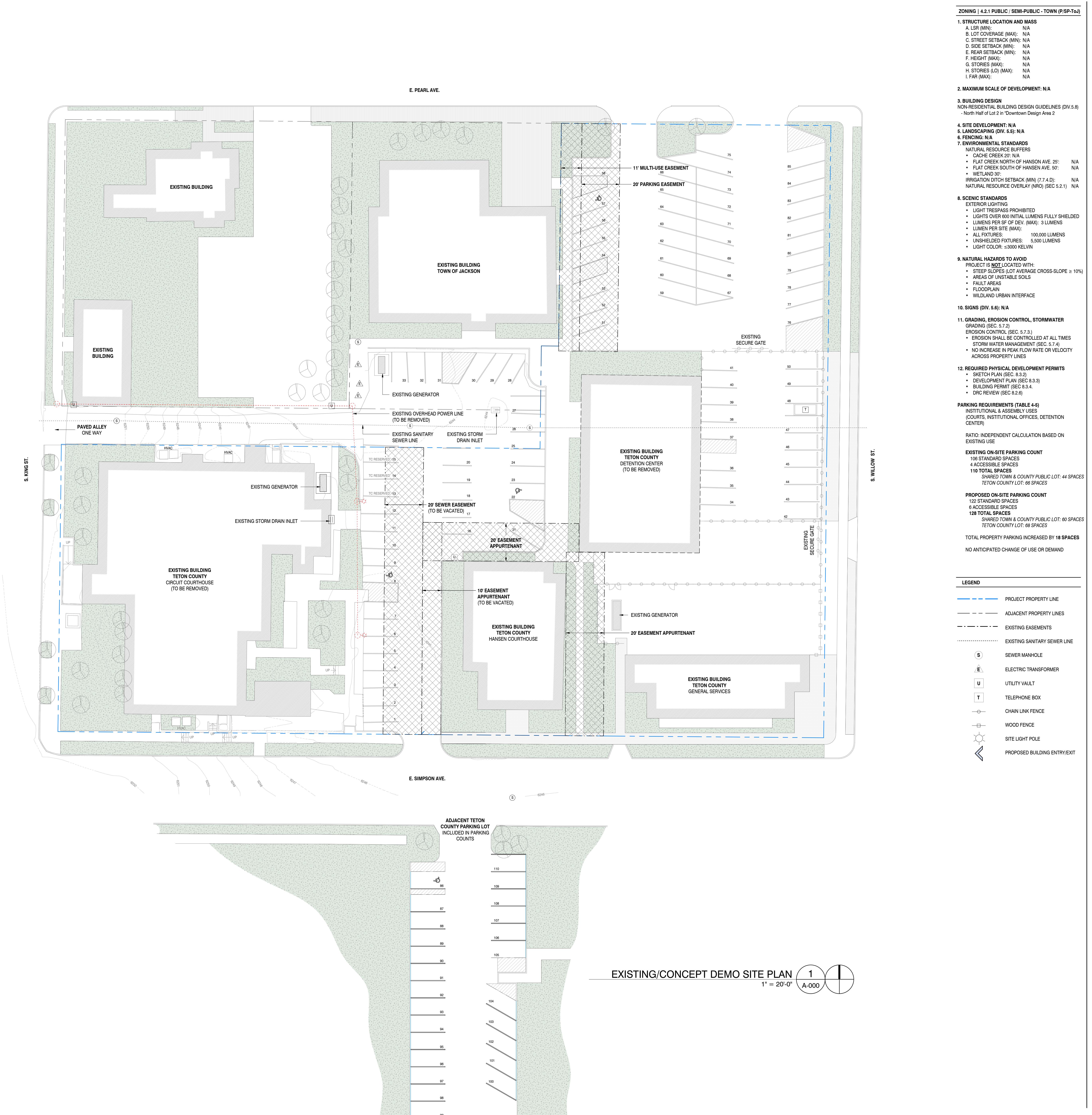
Best,
Jason Berning PE, LEED AP
Berning Project Management

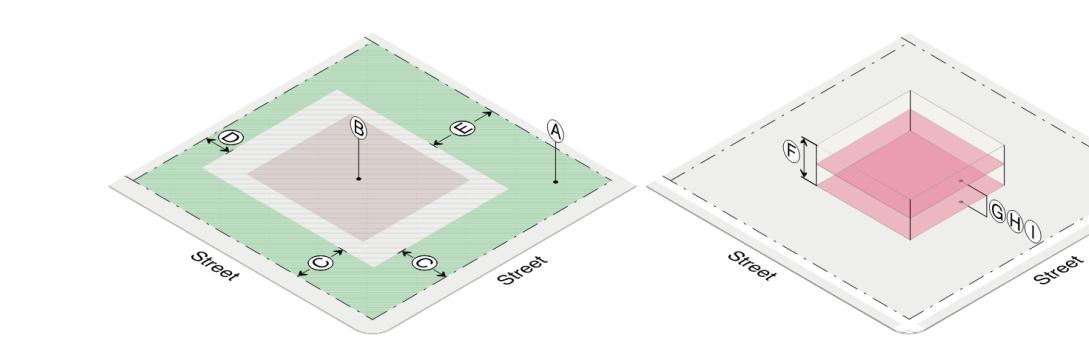
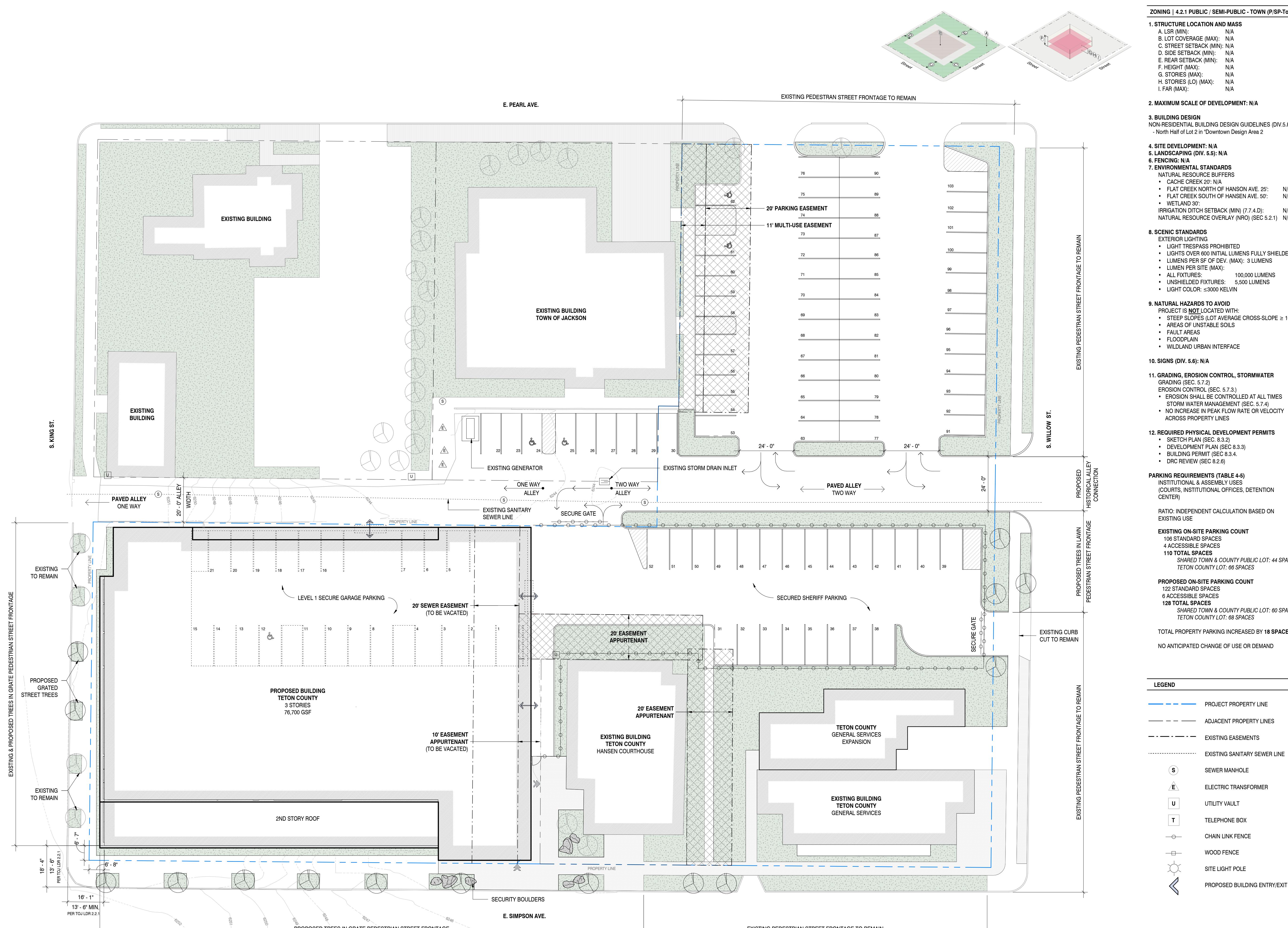
Cc: Sarah Mann – Teton County

Cc: Paul Wember – Wember

Cc: Tom Ferrins - Wember

Cc: James Taylor - AMD





AndersonMasonDale Architects

TETON COUNTY JUSTICE CENTER

150 E Simpson Ave
Jackson, WY 83001

24-031

Owner

Teton County General Services
P.O. Box 5894
185 S. Willow Street
Jackson, WY 83001
Telephone: 307-732-8409

Architect

AndersonMasonDale Architects, P.C.
3198 Speer Boulevard
Denver, CO 80211
Telephone: 303-294-9448

Associate Architect
CLB Architects
215 S. King Street
Jackson, WY 83001
Telephone: 307-733-4000

Structural Engineer
KL2A
215 North 12th St. Unit E
Carbondale, CO 81623
Telephone: 970-510-5703

Mechanical, Electrical & Plumbing Engineers
Cator, Ruma & Associates, Co.
896 Tabor Street
Lakewood, CO 80401
Telephone: 303-222-6200

Technology, AV & Security Engineers
BCER Engineering Inc
5420 Ward Road
Arvada, CO 80003
Telephone: 719-533-1112

Detention Specialist
HMN Architects
7400 W. 110th St., Suite 200
Overland, KS 68110
Telephone: 913-451-9075

Civil Engineer
Jorgenson Associates
13131 10th Street S., Suite 201
PO Box 9550
Jackson, WY 83002
Telephone: 307-733-5150

Owner's Representatives
Beringer Project Management
PO Box 485
Victor, ID 83455
Telephone: 307-659-3733

Werner
7350 E Progress Pl #100
Greenwood Village, CO 80111
Telephone: 303-378-4130

Issue
To: PRE-APPLICATION
26 JUNE, 2024

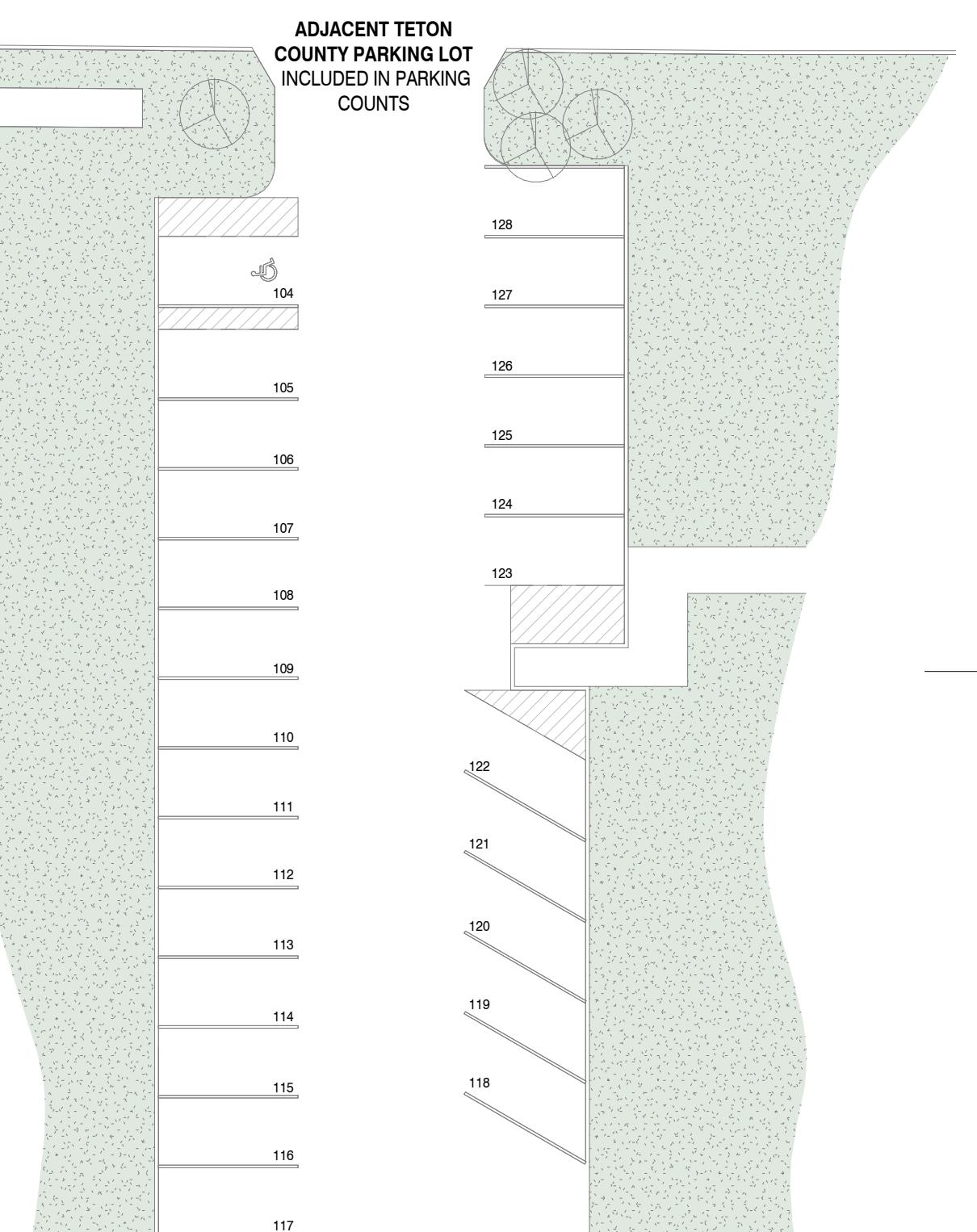
Project Number: 24-031
Drawn By: AMW
Reviewed By: STH
Approved By: JRT

CONCEPT SITE PLAN

CONCEPT SITE PLAN

1' = 20'-0"

A-001



A-001

**TETON COUNTY
JUSTICE CENTER**

150 E Simpson Ave
Jackson, WY 83001

24-031

Owner
Teton County General Services
P.O. Box 5894
185 S. Willow Street
Jackson, WY 83001
Telephone: 307-732-8409

Architect
AndersonMasonDale Architects, P.C.
3198 Speer Boulevard
Denver, CO 80211
Telephone: 303-294-9448

Associate Architect
CLB Architects
215 North 12th St. Unit E
Carbondale, CO 81623
Telephone: 970-510-5703

Structural Engineer
KL2A
215 North 12th St. Unit E
Carbondale, CO 81623
Telephone: 970-510-5703

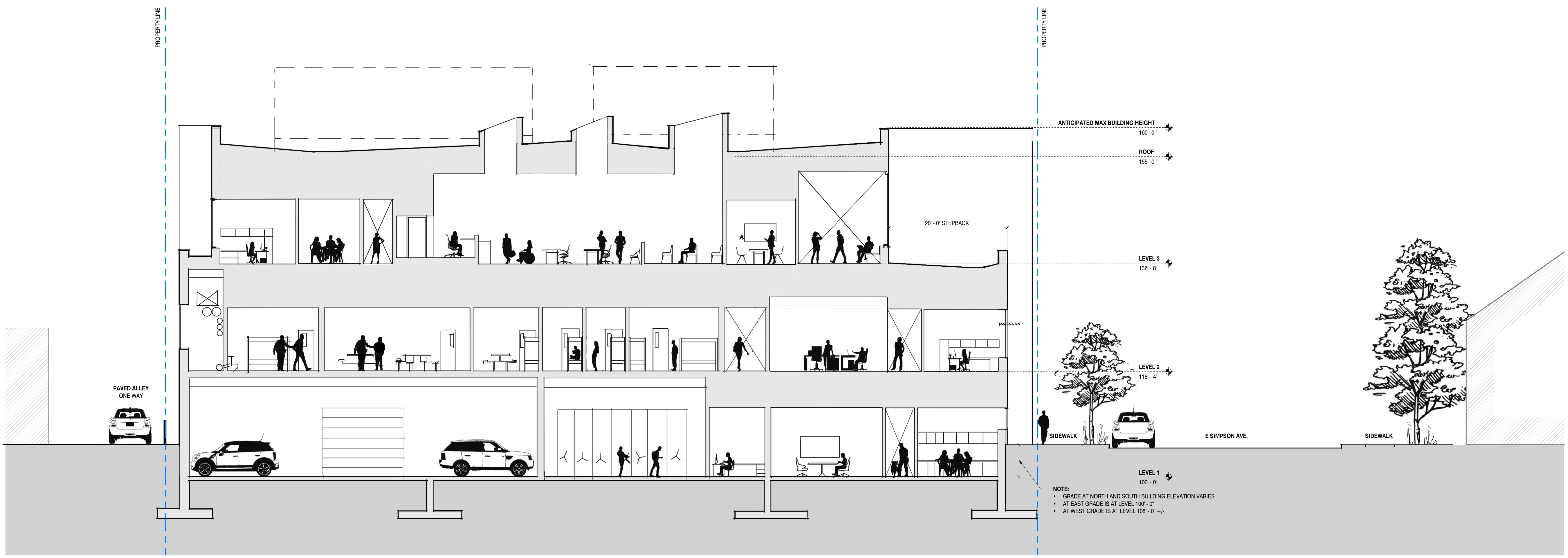
**Mechanical, Electrical
& Plumbing Engineers**
Cator, Ruma & Associates, Co.
896 Tabor Street
Lakewood, CO 80401
Telephone: 303-232-6200

Technology, AV & Security Engineers
BCER Engineering Inc
5420 Ward Road
Arvada, CO 80002
Telephone: 719-533-1112

Detention Specialist
HMN Architects
7400 W. 110th St., Suite 200
Overland Park, KS 66210
Telephone: 913-459-9075

Civil Engineer
Jorgenson Associates
1313 Main Street, Suite 201
PO Box 9529
Jackson, WY 83002
Telephone: 307-733-5150

Owner's Representatives
Beringer Project Management
PO Box 485
Victor, ID 83455
Telephone: 307-659-3733
Werner
7350 E Progress Pl. #100
Greenwood Village, CO 80111
Telephone: 303-378-4130



CONCEPT SITE SECTION - LOOKING WEST

1/8" = 1'-0" A-002

Project Number: 24-031
Drawn By: AMD
Reviewed By: STH
Approved By: JRT

CONCEPT SITE SECTION

A-002

**TETON COUNTY
JUSTICE CENTER**

150 E Simpson Ave
Jackson, WY 83001

24-031

Owner

Teton County General Services
P.O. Box 5894
185 S. Willow Street
Jackson, WY 83001
Telephone: 307-732-8409

Architect
AndersonMasonDale Architects, P.C.
3198 Speer Boulevard
Denver, CO 80211
Telephone: 303-294-9448

Associate Architect
CJB Architects
215 S. King Street
Jackson, WY 83001
Telephone: 307-733-4000

Structural Engineer
KL2A
215 North 12th St. Unit E
Carbondale, CO 81623
Telephone: 970-510-5703

Mechanical, Electrical
& Plumbing Engineers
Cator, Ruma & Associates, Co.
894 Tabor Street
Lakewood, CO 80401
Telephone: 303-222-6200

Technology, AV & Security Engineers
BCER Engineering Inc
5420 Ward Road
Arvada, CO 80002
Telephone: 719-533-1112

Detention Specialist
HMN Architects
7400 W. 110th St., Suite 200
Overland, KS 66210
Telephone: 913-459-3075

Civil Engineer
Jorgenson Associates
1314 Main St., Suite 201
PO Box 9529
Jackson, WY 83002
Telephone: 307-733-5150

Owner's Representatives
Bering Project Management
PO Box 485
Victor, ID 83455
Telephone: 307-659-3733
Werner
7350 E Progress Pl #100
Greenwood Village, CO 80111
Telephone: 303-378-4130



CIRCULATION

CONCEPT FIRST LEVEL FLOOR PLAN

1/8" = 1'-0"

Project Number: 24-031
Drawn By: AMW
Reviewed By: STH
Approved By: JRT

CONCEPT FIRST LEVEL FLOOR
PLAN

TETON COUNTY JUSTICE CENTER

150 E Simpson Ave
Jackson, WY 83001

24-031

Teton County General Services
P.O. Box 3594
85 S. Willow Street
Jackson, WY, 83001
Telephone: 307-732-8409

Architect
AndersonMasonDale Architects, P.C.
198 Speer Boulevard
Denver, CO, 80211
telephone: 303-294-9448

Associate Architect

Structural Engineer
KL&A
15 North 12th St, Unit E
Carbondale, CO 80623
Telephone: 970-510-5703

Mechanical, Electrical & Plumbing Engineers

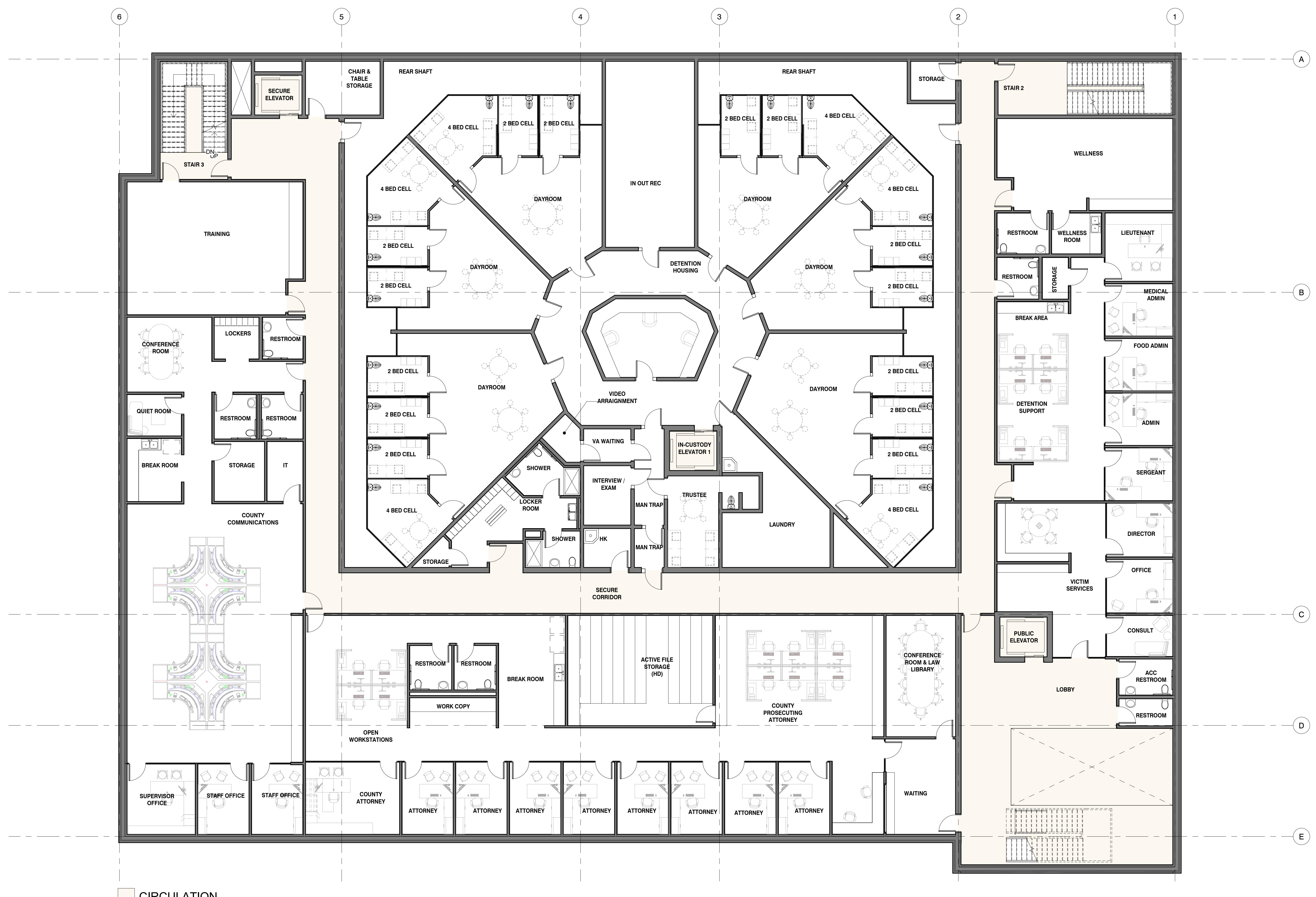
Technology, AV & Security Engineers

Detention Specialist

Civil Engineer

Owner's Representative
Berner Project Management
PO Box 485
Victor, ID 83455
Telephone: 307-699-3733

Issue Date



CONCEPT SECOND LEVEL FLOOR PLAN

AN

Project Number:
Drawn By:
Reviewed By:
Approved By:

CONCEPT SECOND LEVEL FLOOR PLAN

TETON COUNTY JUSTICE CENTER

150 E Simpson Ave
Jackson, WY 83001

24-031

Owner
Teton County General Services
P.O. Box 3594
85 S. Willow Street
Jackson, WY, 83001
Telephone: 307-732-8409

Architect
AndersonMasonDale Architects, P.C.
198 Speer Boulevard
Denver, CO, 80211
Telephone: 303-294-9448

Associate Architect

Structural Engineer
KL&A
15 North 12th St, Unit E
Carbondale, CO 80623
Telephone: 970-510-5703

Mechanical, Electrical & Plumbing Engineers

Technology, AV & Security Engineers

OCER Engineering Inc
420 Ward Road
Arvada, CO 80002

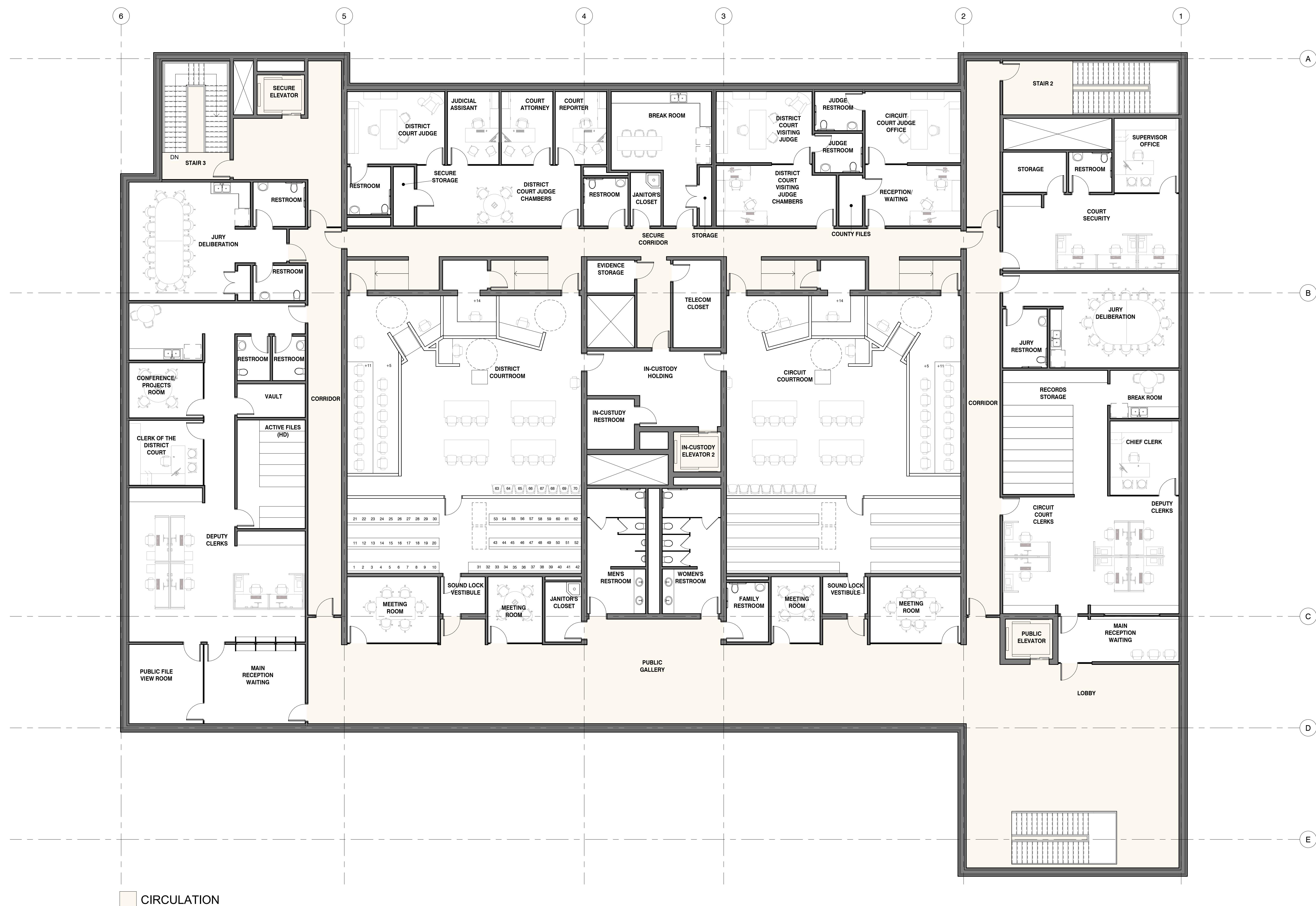
Detention Specialist

Civil Engineer

PO Box 9550
Jackson, WY 83002
Telephone: 307-733-5150

350 E Progress Ft # 100
Greenwood Village, COO 80111
Telephone: 303-378-4130

Issue Date



CONCEPT THIRD LEVEL FLOOR PLAN

10 of 10

Project Number:
Drawn By:
Reviewed By:
Approved By: