



TOWN OF JACKSON

PLANNING & BUILDING DEPARTMENT

TRANSMITTAL MEMO

Town of Jackson

- ☒ Public Works/Engineering
- ☒ Building
- ☐ Title Company
- ☒ Town Attorney
- ☐ Police
- ☐ Ecosystem Stewardship

Joint Town/County

- ☐ Parks & Recreation
- ☐ Pathways
- ☐ Joint Housing Dept.

Teton County

- ☐ Planning Division
- ☐ Engineer
- ☒ Surveyor
- ☐ Assessor
- ☐ Clerk & Recorder
- ☐ Road & Levee

State of Wyoming

- ☐ Teton Conservation
- ☐ WYDOT
- ☐ TC School District #1
- ☐ Game & Fish
- ☐ DEQ

Federal Agencies

- ☐ Army Corp of Engineers

Utility Providers

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

Special Districts

- ☐ Start
- ☒ Jackson Hole Fire/EMS
- ☐ Regional Transportation

Date: March 7, 2025	REQUEST: The applicant is submitting a request for a Zoning Compliance Verification for a Boundary Adjustment for the properties located at Lot 58 (owned by BREG SK58 LLC) and Lot 59 (owned by Snow King Mountain Resort, LLC) of the Grand View Lodges Third Addition.
Item: P25-035	
Planner: Tyler Valentine Phone: 733.0440 ext. 1305 Email: tvalentine@jacksonwy.gov	
Owners: BREG SK58, LLC 4011 80th St., Kenosha, WI 53142 SKMR PO Box 1846 Jackson, WY 8300	Respective PIDNs: 22-41-16-34-3-07-002 22-41-16-34-3-07-003
Applicant: Jorgensen Engineering Matt Gotham, PLS PO Box 9550 Jackson, WY 83001	For questions, please call Tyler Valentine at 733-0440, x 1306, or email to the address shown below. Thank you.
Please respond by: March 28, 2025	
For Departments not using SmartGov, please send responses via email to planning@jacksonwy.gov	



February 21, 2025

Teton County Planning Dept.
P.O. Box 1727
200 South Willow St.
Jackson, WY 83001
-Digitally Delivered to planning@jacksonwy.gov -

RE: Planning Permit Application for a Zoning Compliance Verification (ZCV) for a Boundary Adjustment between Lots 58 & 59

Planning Staff,

Enclosed you will find the necessary materials for a Zoning Compliance Verification (ZCV) that we are submitting on behalf of our client BREG SK58 LLC. The properties are Lot 58 (owned by BREG SK58 LLC) and Lot 59 (owned by Snow King Mountain Resort, LLC) of the Grand View Lodges Third Addition, Plat no.1333. Enclosed you will find:

- Planning Permit Application
- Letters of Authorization
- Exhibit map demonstrating proposed boundary adjustment
- A check for the ZCV application fee will be hand-delivered to your office.

General Information

In addition to Lot 58, the parent company of BREG SK58 LLC owns Lots 53 & 57 and has a comprehensive development plan (Town of Jackson file numbers P24-168, 174 & 175) for the three lots that also includes access, utility and grading infrastructure only over the area proposed to transfer from Lot 59 to Lot 58. This proposed boundary adjustment eliminates the need for additional easements and other agreements over this area. The proposal is an equal-area exchange between Lots 58 & 59.

Questions/Interpretations Requested by this ZCV

1. Provide a general interpretation that the proposed boundary adjustment complies with LDR standards.
2. Lot 58 is in sub-area 3 of the Snow King Planned Resort District Resort Master Plan while Lot 59 is in sub-area 4. Thus, the adjusted Lots 58 & 59 will both be split between sub-areas 3 & 4. Is this acceptable? Does this create any issues?
3. Provide a general interpretation that this boundary adjustment does not cause any issues within the Snow King Planned Resort District Master Plan or the proposed development plan's (P24-168, 174 & 175) compliance with the Snow King Planned Resort District Master Plan.
4. Provide a general interpretation that this boundary adjustment will not impact the development plan approval process (P24-168, 174 & 175), and that this adjustment can be incorporated into the existing development plan administratively by staff.

Zoning Compliance Verification (ZCV) for Boundary Adjustment (BDJ)

The adjustment of boundaries between parcels of record that involves the division of a portion of one property so that the divided portion can be completely merged into an adjacent property shall be exempt from the

standards of Section 8.5.3. of the Town of Jackson Land Development Regulations (LDRs) but shall comply with the standards of Section 8.5.5. of the LDRs and requires a ZCV prior to submittal.

8.6.2.C. Findings for ZCV

In order to issue a ZCV, the Planning Director shall find that the property, portion of the property, or attribute of the property in question:

1. ***Complies with all relevant standards of these LDRs and other Town Ordinances;*** To the best of our knowledge, the approval of this application complies with all the relevant standards of these LDRs and other Town Ordinances. **Complies.**
2. ***Is in substantial conformance with all standards or conditions of any prior applicable permits or approvals.*** To the best of our knowledge, this application is in substantial conformance with all standards and conditions of all prior applicable permits or approvals. **Complies.**

Applicable LDR Standards for Boundary Adjustment (BDJ)

8.5.5.D. Findings

A boundary adjustment shall be approved upon finding that:

1. ***No additional parcels of record are created;*** No additional parcels of record are being proposed by this application. **Complies.**
2. ***Each of the resulting parcels of record complies with the zone in which it is located as approved through a zoning compliance verification;*** The re-configuration of these two lots will not change the compliance of the resulting lots with the zoning regulations for the PR-SK zone. **Complies.**
3. ***The applicability and required document provisions of this Section are met;*** The required documents for the recording of the adjusted parcels will be provided upon approval of the application in accordance with Section 8.5.5. **Complies.**
4. ***The application complies with all other relevant standards of these LDRs and other Town Ordinances; and.*** The approval of this application complies with all the relevant standards of these LDRs and other Town Ordinances. **Complies.**
5. ***The application is in substantial conformance with all standards or conditions of any prior applicable permits or approvals.*** This application is in substantial conformance with all standards and conditions of all prior applicable permits or approvals. **Complies.**

The exhibit map included with this application shows the current and proposed boundaries.

Please call me if you have any questions, or if you require additional information at this time. Thank you for your assistance.

Sincerely,
JORGENSEN ASSOCIATES, INC.



Matt Gotham, PLS
Survey Manager



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: _____
Physical Address: _____
Lot, Subdivision: _____ PIDN: 22-41-16-34-3-07-003

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/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.

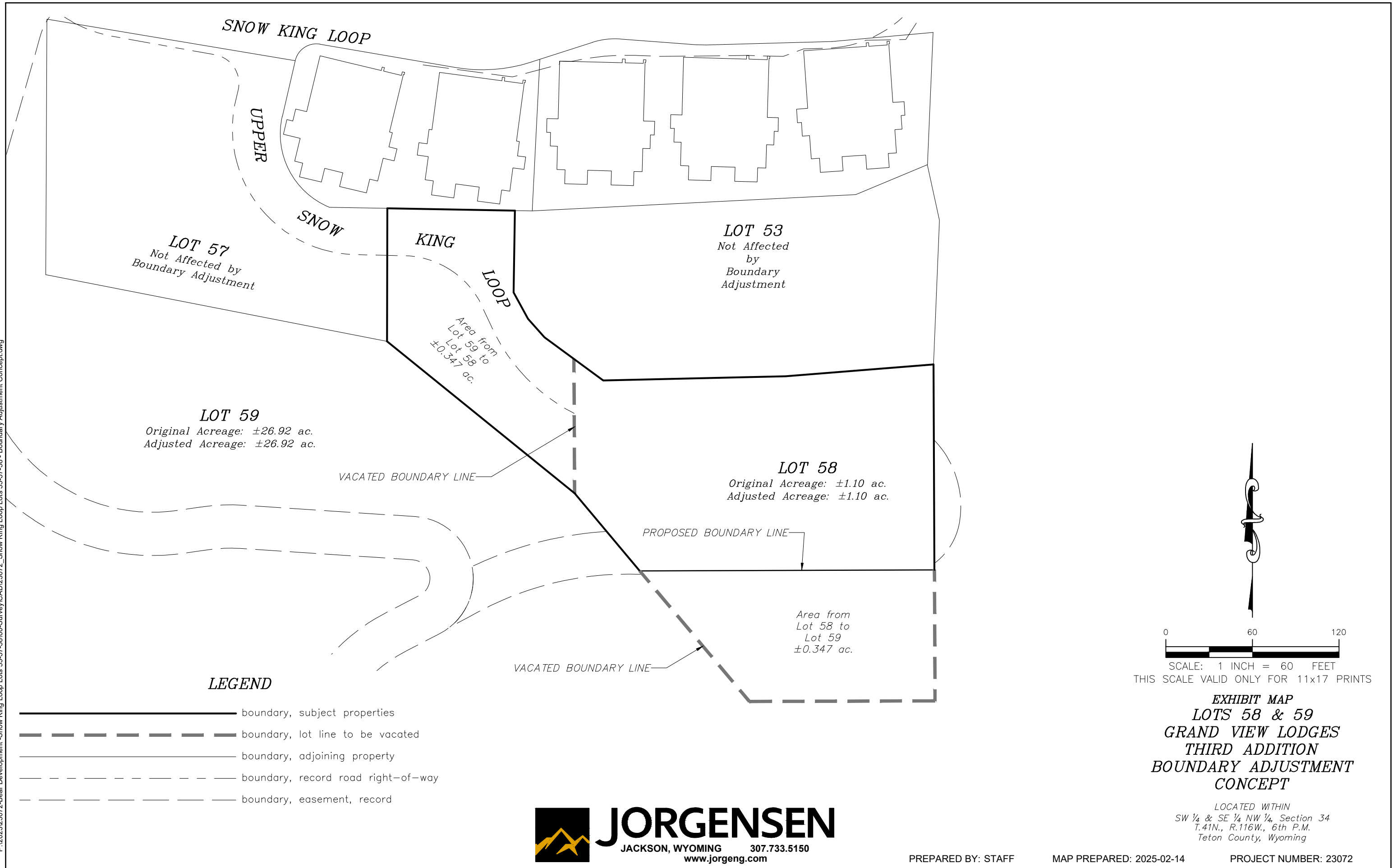
Signature of Property Owner or Authorized Applicant/Agent

Date

Name Printed

Title

P:\2023\23072-Bear Development-Snow King Loop Lots 53-57-58-Survey\CAD\23072_Snow King Loop Lots 53-57-58 - Boundary Adjustment Concept.dwg





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 AUTHORIZED REPRESENTATIVE

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 : Stephen R. Mills, Authorized Member of 76th Street Kenosha, LLC, the Sole Member of BREG SK58, LLC

Being duly sworn, deposes and says that BREG SK58, LLC is the owner in fee of the premises located at:
Name of property owner as listed on deed

Address of Premises: (not assigned)

Legal Description: Lot 58, Grand View Lodges 3rd Filing, Plat No.1333

Please attach additional sheet for additional addresses and legal descriptions

And, that the person named as follows: Name of Applicant/Authorized Representative: Matt Gotham, Jorgensen Associates Inc.

Mailing address of Applicant/Authorized Representative: PO Box 9550, Jackson, WY 83002

Email address of Applicant/Authorized Representative: mgotham@jorgeng.com

Phone Number of Applicant/Authorized Representative: 307-733-5150

Is authorized to act as property owner's representative 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 ☐ 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

Authorized Member of 76th Street Kenosha, LLC, the Sole Member of BREG SK 58, LLC

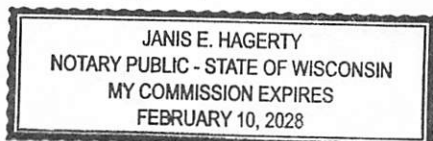
Title if signed by officer, partner or member of corporation, LLC (secretary or corporate owner) partnership or other non-individual Owner

STATE OF WISCONSIN)
) SS.
 COUNTY OF KENOSHA)

The foregoing instrument was acknowledged before me by Stephen R. Mills this 13th day of February, 2025. WITNESS my hand and official seal.

Notary Public

My commission expires: 02/10/2028





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 AUTHORIZED REPRESENTATIVE

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 : Ryan Stanley, President

Being duly sworn, deposes and says that Snow King Mountain Resort LLC is the owner in fee of the premises located at:
Name of property owner as listed on deed

Address of Premises: (Not Assigned)

Legal Description: Lot 59, Grand View Lodges 3rd Addition

Please attach additional sheet for additional addresses and legal descriptions

And, that the person named as follows: Name of Applicant/Authorized Representative: Matt Gotham, Jorgensen Associates, Inc.

Mailing address of Applicant/Authorized Representative: PO Box 9550, Jackson, WY 83002

Email address of Applicant/Authorized Representative: mgotham@jorgeng.com

Phone Number of Applicant/Authorized Representative: 307-733-5150

Is authorized to act as property owner's representative 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 ☐ 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

[Signature]
President

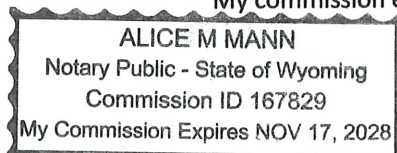
Title if signed by officer, partner or member of corporation, LLC (secretary or corporate owner) partnership or other non-individual Owner

STATE OF Wyoming)
) SS.
 COUNTY OF Teton)

The foregoing instrument was acknowledged before me by Ryan Stanley this 21st day of February 2025. WITNESS my hand and official seal.

[Signature]
 Notary Public

My commission expires: 11-17-2018



[Handwritten mark]