



TOWN OF JACKSON

PLANNING & BUILDING DEPARTMENT

TRANSMITTAL MEMO

Town of Jackson

- Public Works/Engineering
- Building
- 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

Date: April 7, 2025

Item #: P25-056

Planner: Katelyn Page

Phone: 733-0440 ext. 1302

Email: kpage@jacksonwy.gov

Owner:

Cowboy Country, LLC
600 Peachtree Street NE Suite 300
Atlanta, GA 30308

Applicant:

Kinsey, LLC
Cornelius Kinsey
PO Box 12258
Jackson, WY 83002

REQUESTS:

The applicant is submitting a request for a partial vacation without replat (lot combination) for the property located at 410 E Gill Street legally known as LOTS 1, 2, & 3, BLK. 5. L.G. GILL SUBDIVISION.

PIDN: 22-41-16-27-3-08-002

For questions, please call Katelyn Page at 733-0440, x1302 or email to planning@jackson.gov. Thank you.

Please respond by: April 28, 2025 (with Comments)

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: _____

Physical Address: _____

Lot, Subdivision: _____ PIDN: _____

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.com/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



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: 3/21/2025

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: Carol Tone Title: Trustee

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

Address of Premises: 410 E GILL STREET, JACKSON, WY 83001

Legal Description: see attached, LOTS 1,2,3 BLK 5, L.G. G.M. SUBDIVISION
Please attach additional sheet for additional addresses and legal descriptions

Please attach additional sheet for additional addresses and legal descriptions

And, that the person named as follows: Name of Applicant/agent: KINSEY, Mr. - Cornelius Kinsey

Mailing address of Applicant/agent: P.O. Box 12258, Jackson, WY 83002

Email address of Applicant/agent: KINSEY CORNELIUS @ YAHOO.COM

Phone Number of Applicant/agent: 413.2485

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 Business License Application

Demolition Permit Home Occupation 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.

CKS

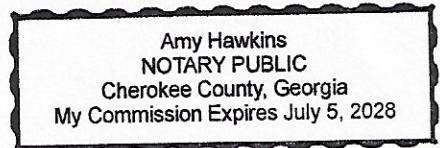
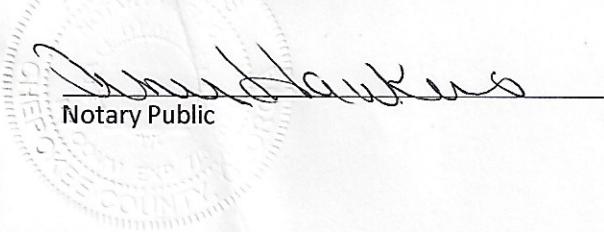
Title if signed by officer, partner or member of corporation, LLC (secretary or corporate owner) partnership or other non-individual Owner

STATE OF Georgia)
COUNTY OF Cherokee) SS.

The foregoing instrument was acknowledged before me by Carol Tome this 21 day of March 2025. WITNESS my hand and official seal.

Notary Public

My commission expires:



AFFIDAVIT AFFECTING TITLE

I, Carol Tome, ("Affiant") being duly sworn, and upon oath deposes and states: as follows:

1. This Affidavit is made with respect to real property known and situated at 410 East Gill Street, Jackson, WY, which is legally described as Lot 1, 2 and 3, BLK 5, L.G. Gill Subdivision, Plat No. 0139 as recorded in the Office of the Teton County, Wyoming Clerk on 14th day of June 1950 with the 22-41-16-27-3-08-002 ("Property").
2. As of the record date of this Affidavit, the record owner(s) of the Property is Cowboy Country, LLC.
3. On 14 March, 2025, the record owner(s) requested the vacation of the Lot Line between Lot 1,2 and 3 of the Property.
4. On _____, 20_____, the Jackson Town Council met to consider a request to vacate the Lot Line between Lot _____ and _____ of the Property.
5. On _____, 20_____, the Jackson Town Council determined the requested vacation/lot combination does not abridge or destroy any of the rights and privileges of the other proprietors in the said plat and approved the vacation/lot combination.
6. As a result, the Teton County Clerk shall write, "Vacated" across the lot line between Lot _____ and Lot _____ as shown on Exhibit A attached hereto, and make a reference of said plat of the book and page in which this instrument of partial vacation has been recorded.
7. As a result, the combined lots should be referred to as "Lots _____ and _____ of BLK _____ Subdivision recorded in the Office of the Teton County Clerk on _____ as Plat _____," subject to that Partial Vacation of Plat and Lot Combination recorded in the Office of the Teton County Clerk as Document Number _____.
8. As a result, the combined lots cannot be re-subdivided without first receiving subdivision approval from the Town of Jackson, the combination of lots shall be treated as one for all purposes under the Town of Jackson Land Development Regulations in effect at that time, and the combined lots shall be treated as one lot for all purposes under the Town of Jackson Land Development Regulations.

FURTHER AFFIANT SAYETH NAUGHT.

Dated: _____,

STATE OF WYOMING)

) ss.

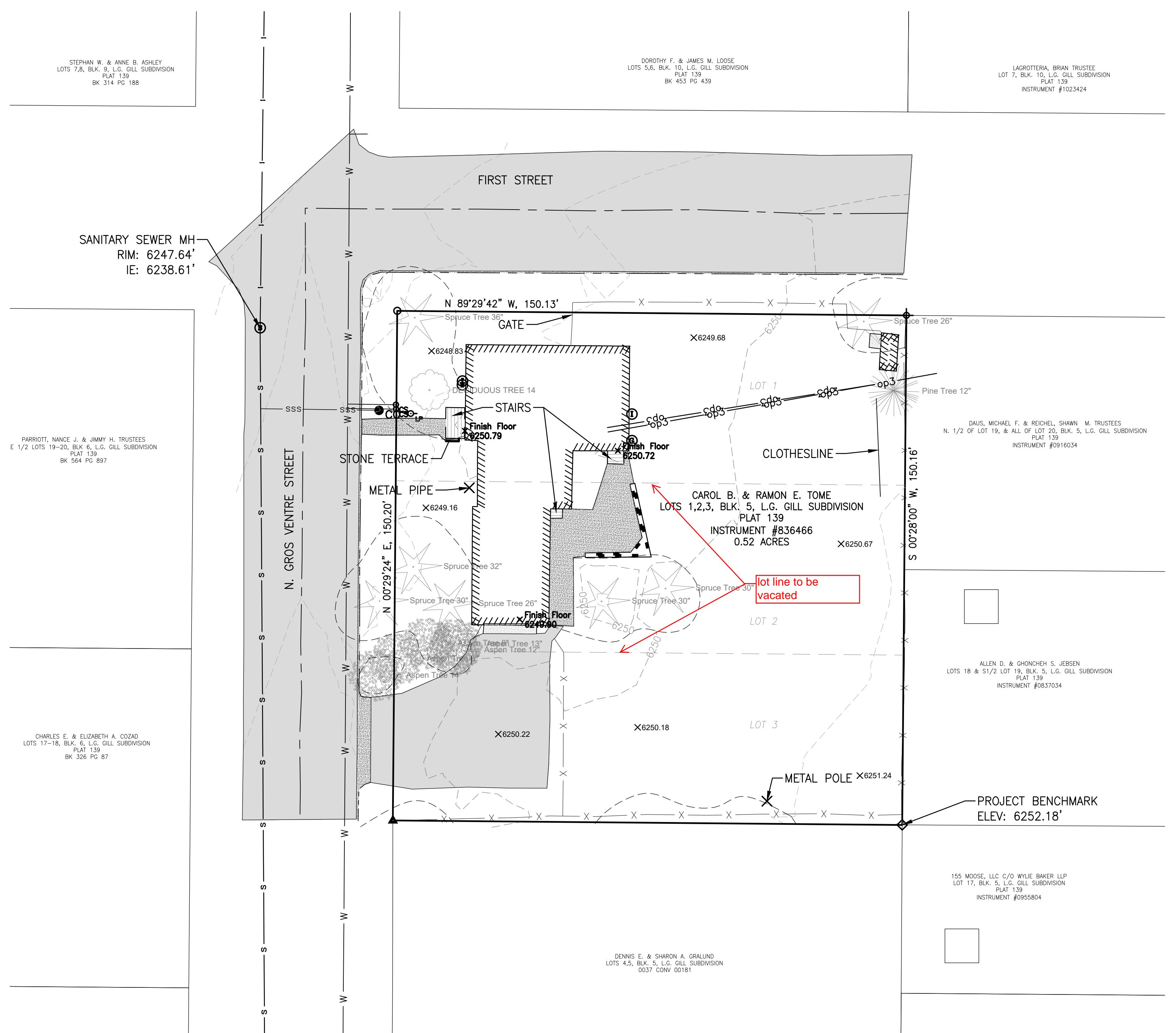
COUNTY OF TETON)

The foregoing instrument was acknowledged before me by _____, Town of Jackson Planning Director, on this ___ day of _____, 20__.

WITNESS, my hand and official seal.

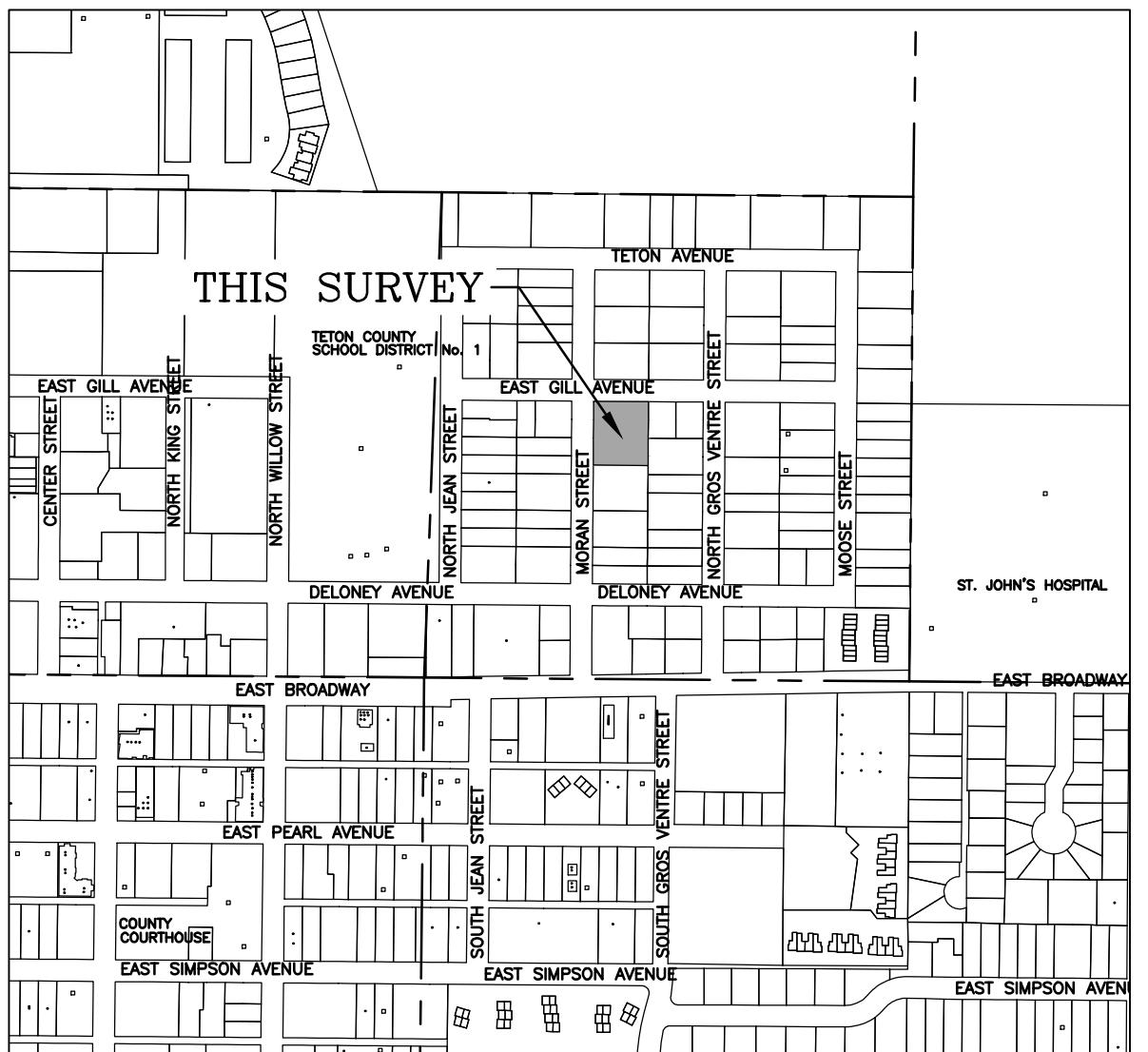
Notary Public

My Commission Expires:



EXISTING SITE PLAN

SCALE: 1" = 20' (22x34)
0 20 40
VERTICAL DATUM BASED ON NAVD88 (GEOID12B),
BENCHMARK SE PROPERTY CORNER ELEV = 6252.18'
DERIVED FROM NETWORK GPS OBSERVATIONS.



VICINITY MAP
SE1/4SW1/4
SECTION 27
T41N, R116W
TOWN OF JACKSON
TETON COUNTY, WY

0 500 1000

LEGEND

	= PROPERTY LINE
	= UNDERLYING LOT LINE
	= CURB LINE
	= OVERHEAD POWER
	= Drip Line
	= BUILDING
	= FENCE
	= BRICK WALL
	= ROAD CENTERLINE
	= WATER LINE PER TOJ GIS
	= SANITARY SEWER LINE PER TOJ GIS
	= PAVEMENT AREA
	= CONCRETE
	= IRRIGATION CONTROL VALVE
	= SANITARY SEWER MANHOLE
	= WATER METER
	= GAS METER
	= CURB STOP
	= SPOT ELEVATION
	= LIGHT POST
	= FOUND REBAR AND CAP
	= FOUND REBAR
	= FOUND T-STAKE
	= CALCULATED POINT
	= ASPEN TREE WITH TRUNK DIA.
	= SPRUCE TREE WITH TRUNK DIA.
	= DECIDUOUS TREE
	= PINE TREE

**NELSON
ENGINEERING**

P.O. BOX 1599, JACKSON WYOMING (307) 733-2087

DRAWING TITLE
EXISTING SITE PLAN

DATE 12/13/2021
SURVEYED TB
ENGINEERED
DRAWN AR
CHECKED LR
APPROVED LR