

AGENDA

Planning and Zoning Commission

September 4, 2019 – REGULAR MEETING

5:30 PM

The New Business items have been placed on the agenda in the order they were received. Please note that at 9:00 p.m., the Commission will evaluate the remainder of the agenda to determine if time constraints will permit the full agenda to be heard at this meeting. All items not heard at this meeting will be postponed to the next regularly scheduled PC/BOA meeting of September 18, 2019 or to a special meeting scheduled by the Commission.

NOTICE: THE VIDEO AND AUDIO FOR THIS MEETING ARE STREAMED TO THE PUBLIC VIA THE INTERNET AND MOBILE DEVICES WITH VIEWS THAT ENCOMPASS ALL AREAS, PARTICIPANTS AND AUDIENCE MEMBERS

PLEASE SILENCE ALL ELECTRONIC DEVICES DURING THE MEETING

1. CALL TO ORDER
2. ROLL CALL
3. MATTERS FROM THE PUBLIC
4. APPROVAL OF MINUTES
 - I. August 7, 2019
5. OLD BUSINESS
6. NEW BUSINESS
7. BOARD OF ADJUSTMENT
8. PLANNING COMMISSION
 - I. **ITEM P19-152:** DEVELOPMENT PLAN FOR A 7-LOT SUBDIVISION AT 115 NELSON DRIVE IN THE NEIGHBORHOOD MEDIUM DENSITY - 1 ZONING DISTRICT.
9. MATTERS FROM THE COMMISSION
10. AGENDA FOLLOWUP
11. MATTERS FROM STAFF
12. ADJOURNMENT

**MINUTES
PLANNING AND ZONING COMMISSION
TOWN OF JACKSON, WYOMING
AUGUST 7, 2019**

The meeting of the Planning and Zoning Commission was called to order at 5:30 p.m. on 8/7/19, in the Town Hall Council Chambers.

ROLL CALL:

☐ Anne Schuler, ☒ David Vandenberg, ☒ Katie Wilson, ☒ Abby Petri, ☒ Chris Beaulieu,
☒ William Gale, ☒ Thomas Smits

STAFF: Tyler Valentine, Paul Anthony

MATTERS FROM THE PUBLIC: None

APPROVAL OF MINUTES:

June 19, 2019

A motion was made by: Katie Wilson seconded by: Chris Beaulieu
Motion approved by a 6 to 0 vote

NEW BUSINESS:

BOARD OF ADJUSTMENT

- 1. ITEM P19-164:** REQUEST TO AMEND A CONDITION FROM A PREVIOUSLY APPROVED VARIANCE AT THE PROPERTY LOCATED AT 795 SNOW KING DRIVE.

STAFF PRESENTATION: Tyler Valentine

APPLICANT PRESENTATION: Barbara Allen

PUBLIC COMMENT: None

PC DISCUSSION: Approved with minor discussion.

MOTION:

Based upon the findings for a Variance as presented in the staff report related to 1) Special conditions and circumstances exists; 2) Not result of applicant; 3) Strict application deprives reasonable use; 4) Minimum Variance; 5) Not injurious to neighborhood; and 6) Harmony with LDRs as presented by the applicant and staff for Item P19-164, I move to **approve** an amendment to Variance P17-088, specifically to change the expiration date of the variance from 3 years to 5 years, ending on June 21, 2022, for the property located at 795 Snow King Drive, subject to the department reviews attached hereto and the following condition:

1. The variance shall expire on June 21, 2022.

A motion was made by: Thomas Smits seconded by: Abby Petri
Motion approved by a 6 to 0 vote

PLANNING COMMITTEE

1. **ITEMS P19-137 & 138:** REQUEST FOR APPROVAL OF A DEVELOPMENT PLAN FOR A 20 UNIT APARTMENT COMPLEX AT 640 & 650 SOUTH GLENWOOD STREET.

STAFF PRESENTATION: Tyler Valentine

APPLICANT PRESENTATION: Elizabeth Whitaker

PUBLIC COMMENT: None

PC DISCUSSION: Discussed and asked clarification of off-site sidewalk. No concerns in terms of cost –sharing. Some concerns about losing two spruce trees.

MOTION:

Based upon the findings for a Development Plan as presented in the staff report related to 1) Consistency with the Comprehensive Plan; 2) Achieves purpose of NRO & SRO overlays; 3) Impact of public facilities & services; 4) Compliance with Town Design Guidelines; 5) Compliance with LDRs & Town Ordinances; 6) Conformance with past permits & approvals for Items P19-137 & 138, I move to recommend **approval** to the Town Council of a Development Plan for the development of a 20-unit apartment complex for the properties addressed at 640 & 650 S. Glenwood Street and legally described as Lot 4, 5, 6 & 7, Block 4 of the Karns Second Addition to the Town of Jackson, subject to the departmental reviews attached hereto and the following conditions of approval:

1. Prior to Town Council review the applicant shall revise the landscape plan to show removal of the two Spruce trees and show a continuously detached sidewalk. The applicant shall also revise the landscape plan to space street trees at least 30 feet apart, but no further than 40 feet apart.
2. Prior to Town Council review the applicant shall revise the site plans to relocate the parking curb onto private property and out of the Town right-of-way (alley).
3. Prior to Town Council review the applicant shall add coverings on all front entrances, include benches in the front courtyards and include additional bicycle racks near the front entrances.
4. The signage and striping plan shall be provided in the Building Permit.
5. Prior to issuance of a Building Permit a landscape bond shall be submitted in the amount of 125% of the estimated landscape costs.
6. This approval is subject to Section 7.4.2.D.13 Apartment Building Exemption (now deleted). Upon future subdivision the applicant at that time will be subject to the affordable housing regulations in place at the time of Sketch Plan approval (August 13, 2018). The affordable housing regulations in place (LDRs updated 8/9/2017) required a 25% mitigation which would result in at least four units being deed restricted as affordable ownership units.
7. Prior to submittal of a building permit for the site, the applicant shall enter into a Development Agreement for the off-site improvements (alley and sidewalk) to be presented to Council at a later time.

A motion was made by: William Gale seconded by: Katie Wilson
Motion approved by a 5 to 0 vote (Chris Beaulieu Recused)

2. ITEM P19-146: DEVELOPMENT PLAN FOR A LOT SPLIT AT 725 CACHE CREEK DRIVE IN THE NEIGHBORHOOD LOW DENSITY – 3 ZONING DISTRICT.

STAFF PRESENTATION: Tyler Valentine

APPLICANT PRESENTATION: Mary McCarthy

PUBLIC COMMENT:

PC DISCUSSION: Some discussion on option for determining setback on northern lot, especially how access might take place. Some member asked for clarification on the requirements for maintaining the ditch regarding encroachments.

MOTION:

Based upon the findings for a Development Plan as presented in the staff report related to 1) Consistency with the Comprehensive Plan; 2) Achieves purpose of NRO & SRO overlays; 3) Impact of public facilities & services; 4) Compliance with Town Design Guidelines; 5) Compliance with LDRs & Town Ordinances; 6) Conformance with past permits & approvals for Items P19-146, I move to recommend **approval** to the Town Council of a Development Plan for a lot split for the property addressed at 725 Cache Creek Drive and legally described as Part of Lot 1 of the Burns Ferrin Subdivision, subject to the Land Development Regulations, the departmental reviews attached hereto and the following condition(s) of approval:

1. If the applicant does not submit a Subdivision Plat application within 18 months of the Development Plan approval, the Development Plan will expire.
2. Prior to recording of the plat the applicant shall demolish all structures on the northern lot.

A motion was made by: Chris Beaulieu seconded by: Thomas Smits
Motion approved by a 6 to 0 vote

OLD BUSINESS: None.

MATTERS FROM COMMISSION: None.

AGENDA FOLLOWUP: None.

MATTERS FROM STAFF: Update on TS zoning & Historic Preservation, Downtown Parking Plan, 440 West Kelly, 174 N. King, 105 N. Glenwood, and District 1/Historic Preservation Survey.

ADJOURN:

A motion was made by: Chris Beaulieu seconded by: Thomas Smits
Motion approved by a 6 to 0 vote



TOWN OF JACKSON PLANNING COMMISSION AGENDA DOCUMENTATION

PREPARATION DATE: AUGUST 2, 2019
MEETING DATE: AUGUST 7, 2019

SUBMITTING DEPARTMENT: PLANNING
DEPARTMENT DIRECTOR: PAUL ANTHONY
PRESENTER: TYLER VALENTINE

SUBJECT: **ITEM P19-152:** DEVELOPMENT PLAN FOR A 7-LOT SUBDIVISION AT 115 NELSON DRIVE IN THE NEIGHBORHOOD MEDIUM DENSITY – 1 ZONING DISTRICT.

OWNER: TETON LANDINGS LLC

APPLICANT: Y2 CONSULTANTS - MELISSA RUTH

REQUESTED ACTION

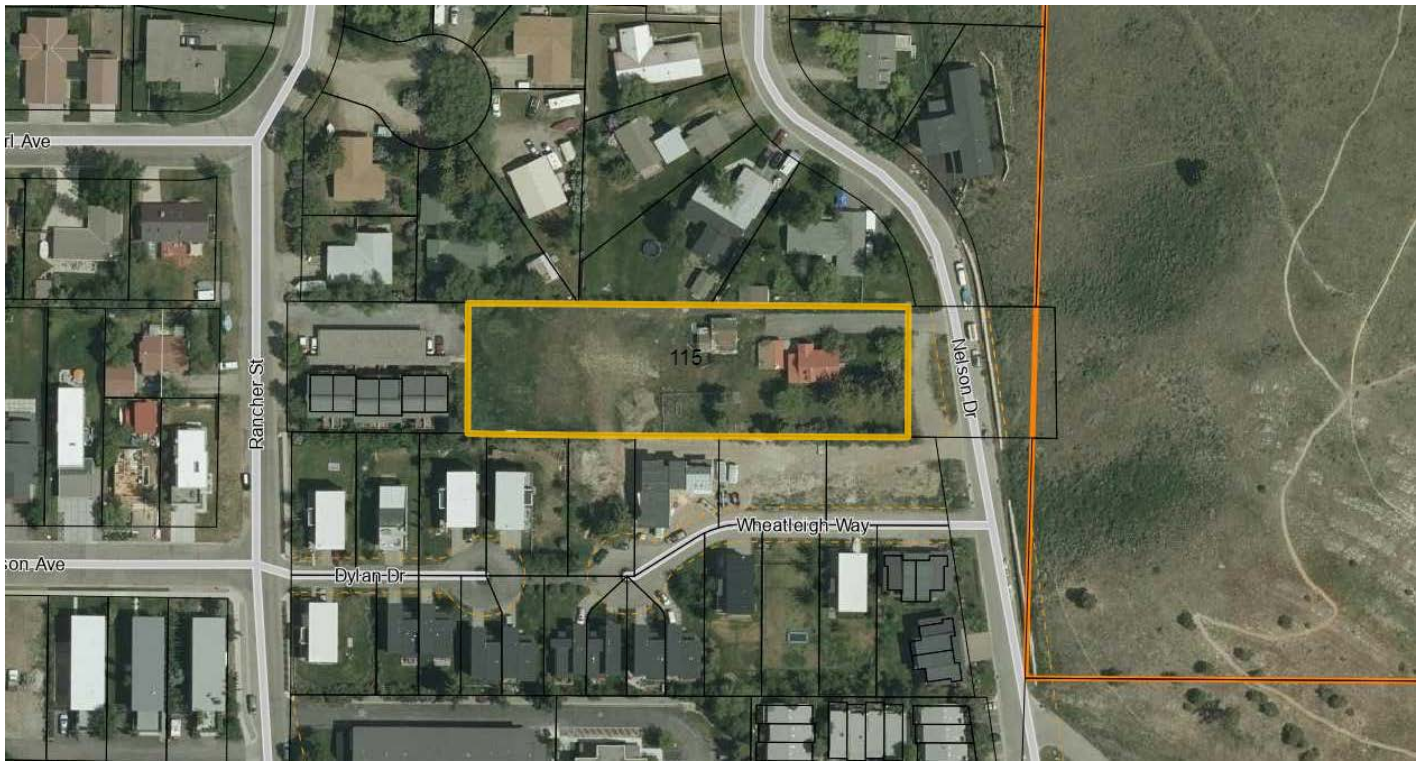
The applicant is requesting approval of a Development Plan for a 7-lot subdivision of a 1 acre parcel at 115 Nelson Drive in the Neighborhood Medium Density – 1 (NM-1) zoning district. This application is required prior to submitting a subdivision plat.

APPLICABLE REGULATIONS

Section 8.3.2. Development Plan

LOCATION

The property is located at 115 Nelson Drive and legally known as PT NE1/4NE1/4 SEC 34, TWP 41, RNG 116. (Parcel 1). An aerial photo and zoning map are shown on the following page:



BACKGROUND

The subject property (Parcel 1) is a 1 acre (43,560 sf) parcel within the NM-1 zoning district. The parcel is rectangular with a width of approximately 113 feet and depth of approximately 380 feet. The surrounding zoning to the north is Neighborhood Low Density – 3 (NL-3), to the east, west and south is NM-1. The parcel immediately to the east (Parcel 2 – under same ownership) is bisected by Nelson Drive and just further east is

the Town limits abutting Bridger Teton National Forest. Historically the site contained three structures: a 1,310 sf single-family detached home, a detached garage and detached storage shed. All structures have been demolished. Vehicular access historically has been taken from Nelson Drive through Parcel 2 to the east.

PROJECT DESCRIPTION

This Development Plan is being submitted for review prior to a Subdivision Plat request to subdivide the existing 1 acre property into a 7 lots. Each lot will be approximately 6,200 sf (55 feet wide by 113 feet deep) which exceeds the 3,750 sf minimum lot size for the NM-1 zoning district. Vehicular access will remain off of Nelson Drive. The applicant is proposing a 30 foot wide access easement which runs along the northern property line and includes a 20 foot wide private road with 5 feet on either side for utilities and snow storage. No sidewalks or physical development are proposed at this time. When developed, each new lot would allow approximately 2,500 – 3,000 sf of habitable above ground and a maximum 1 detached single-family home with 1 Accessory Residential Unit (ARU).

STAFF ANALYSIS

Staff has reviewed the proposed development for compliance with the dimensional limitations of the NM-1 zone. The dimensional limitations for each lot are listed below:

	Allowed / Required	Proposed	Complies?
Minimum Lot Size	3,750 sf	6,211 - 6,258 sf	Yes
Maximum FAR	0.40 plus 0.05 increase for each ARU	None at this time	Yes
Minimum LSR	0.45 – 0.50 plus 0.10 reduction for each ARU	None at this time	Yes
Street Setback (north)	20 feet from pavement	20 feet from pavement	Yes
Rear Setback (south)	10 feet	10 feet	Yes
Side Setback (east)	10 feet	10 feet	Yes
Side Setback (west)	10 feet	10 feet	Yes
Stories	2	None at this time	Yes
Building Height	26 – 30 feet	None at this time	Yes
Density	Max of 1 primary unit + 1 ARU per primary unit = 2 units max per lot	None at this time	Yes
Vehicular Access	Private Road – 30 foot easement w/ 20 foot wide road	Private Road – 30 foot easement w/ 20 foot wide road	Yes
Fire Turnaround	Required unless each building is fire sprinklered	Fire sprinkler all buildings	Yes
Building Envelop	n/a	2,036 sf – 2,067 sf	Yes

After reviewing the request, staff was able to make the required findings for a Development Plan and find the request to be consistent with the desired future character for this area as described in the Comprehensive Plan. The NM-1 zone allows for land division provided that all new lots meet the minimum lot size of 3,750 sf which this application does comply with. In addition, all lots have compliant vehicular access and reasonably sized building envelopes that will allow 2-story detached single-family home development similar to surrounding zoning and existing development. Because the proposed lots are smaller than 7,500 sf, each lot is limited to 1 detached single-family home and 1 ARU. Based on the minimum lot size for NM-1, no further land division will be allowed if this subdivision is approved.

Regarding road standards, a reasonable comparison of this subdivision is the Daisy Bush development immediately to the south. Similar to Daisy Bush, the proposed private road will be 20 feet wide allowing enough space for two-way traffic, but not for street parking. Since the Town does not have guest parking requirements and on-street parking on Nelson Drive is limited, staff encourages the applicant to consider the provision of guest parking, perhaps by providing ample parking on each lot as they individually develop and/or by including parking on the adjacent parcel (Parcel 2) just west of Nelson Drive. Also similar to Daisy Bush, no sidewalks are proposed or required. Snow plowing will be the responsibility of the private homeowners but the Town will eventually take ownership of the utilities through a Subdivision Improvement Agreement (SIA) that will be provided later with the Subdivision Plat. Unlike the Daisy Bush development, the proposed private road does not have a cul-de-sac or turnaround for the Fire Department. The reason for this is the owner plans to fire sprinkler all habitable structures and the Fire Department supports this proposal as noted in the Department Reviews. To ensure that all habitable structures are sprinklered, staff has added a condition of approval that the applicant provide a note on the plat requiring that all habitable structures be fire sprinklered as long as the private road remains without a compliant fire turnaround.

Staff has also added a condition of approval that at the time of Subdivision Plat submittal the applicant shall provide a 30 foot wide access and utility easement across Parcel 2 benefitting Parcel 1. There is a small portion of private land in the northwestern corner of Parcel 2 located between the Nelson Drive roadway easement and Parcel 1 that is currently unaddressed with regard to vehicular access and utilities. This condition is to ensure that if Parcel 2 is sold separately from Parcel 1 that the proposed subdivision has legal vehicular and utility access from Nelson Drive.

The applicant has submitted worksheets for Park and School Exaction estimations, however, the lot is not subject to exaction fees until the time of plat recordation. At this point in time, Park Exactions are calculated at \$18,900 and School Exactions are calculated at \$14,000. Housing mitigation fees will be paid at time of construction and will be based on the size of the detached single-family home.

If the applicant does not submit a Subdivision Plat application within 18 months of the Development Plan approval, the Development Plan will expire.

STAFF FINDINGS

Pursuant to Section 8.3.2 Development Plan of the Land Development Regulations, a development plan shall be approved upon finding the application:

1. ***Is consistent with the desired future character described for the site in the Jackson/Teton County Comprehensive Plan.***

The proposed development is located within District 3 Town Residential Core and within Subarea 3.4 May Park Area of the 2012 Comprehensive Plan. Policy objectives for Subarea 3.4 May Park Area follow:

“This residential, STABLE Subarea currently provides a variety of housing types in a variety of building forms with a mix of rental and ownership units. Existing multifamily structures such as the Pioneer Homestead contain a significant number of units and serve a critical housing need in the community, which should be maintained and supported. The future character of this subarea will maintain the existing medium to high density development pattern with a mix of small lot single family, duplex, tri-plex, and multifamily structures. For all structures, the dominant building mass should be located near the street, with parking predominantly to the rear and screened from the view of the public right of way. The size and scale of multifamily structures will be predominantly two

stories with three stories considered in specific cases with proper design. These structures should be broken into multiple smaller buildings when possible. Any opportunity to extend the adjacent gridded street network through this area would be beneficial. A primary feature of this area is the currently undeveloped May Park. The future use and development of this park will increase the livability of the area and support the existing and future medium to high density residential development.”

Complies. Staff finds that the proposed application is consistent with the described future character of this area by proposing single-family home lots which is one of the desired housing types for the NM-1 zone. The proposed lots meet the minimum lot size requirement of this zone and the remaining building envelopes will allow development that is similar in size, bulk and density with what surrounds it.

In addition, Staff has analyzed this application for consistency with the Policy Objectives of Character District 3: Town Residential Core as follows, finding that no other policies of the Jackson/Teton Comprehensive Plan are applicable.

Common Value 1: Ecosystem Stewardship

Not applicable.

Common Value 2: Growth Management

Policy 4.1.b Emphasize a variety of housing types, including deed-restricted housing.

Complies. The resulting lots will allow detached single-family homes which is the desired housing types according the Subarea 3.1.

Policy 4.3.a Preserve and enhance stable subareas.

Complies. This subdivision proposal is consistent with the character of the Neighborhood Medium Density - 1 zoning district (NM-1). The resulting lots are in keeping with the single-family character described by the stable Subarea 3.1 East Jackson and are of a similar lot size as surrounding properties.

Policy 4.3.b Create and develop transitional subareas.

Not applicable.

Policy 4.4.d Enhance natural features in the built environment.

Not applicable.

Common Value 3: Quality of Life

Policy 5.2.d Encourage deed-restricted rental units.

Not applicable.

Policy 5.3.b Preserve existing workforce housing stock.

Not applicable.

Policy 7.1.c Increase the capacity for use of alternative transportation needs.

Not applicable.

2. ***Achieves the standards and objective of the Natural Resource Overlay (NRO) and Scenic Resources Overlay (SRO), if applicable.***

Complies. The proposed Development Plan is not located in the NRO or the SRO.

3. ***Does not have significant impact on public facilities and services, including transportation, potable water and wastewater facilities, parks, schools, police, fire and EMS facilities.***

Complies. The development will mitigate park and school impacts through payment of exactions at the ratio required in the LDRs for residential development at the time of Subdivision Plat recordation. Staff finds that the proposed subdivision as conditioned will not have a significant impact on other public facilities and services as the development does not expand the anticipated growth within the NM-1 zone based upon allowable lot size.

4. ***Complies with the Town of Jackson Design Guidelines, if applicable.***

Complies. Design Guidelines do not apply to this request.

5. ***Complies with all relevant standards of these LDRs and other Town Ordinances.***

Complies. Staff finds that the Development Plan proposal is in compliance with all relevant LDR standards.

6. ***Is in substantial conformance with all standards or conditions of any prior applicable permits or approvals.***

Complies. Not applicable.

ATTACHMENTS

Department Reviews
Applicant Submittal

PUBLIC COMMENT

No written public comment has been received at the time this report was written. However several property owners in the vicinity have called to inquire further about the specifics of the request.

RECOMMENDATIONS/ CONDITIONS OF APPROVAL

The Planning Director recommends **approval** of a Development Plan for a 7-lot subdivision located at 115 Nelson Drive subject to the Land Development Regulations, the department reviews attached hereto and the following condition(s) of approval:

1. If the applicant does not submit a Subdivision Plat application within 18 months of the Development Plan approval, the Development Plan will expire.

2. As part of the Subdivision Plat the applicant shall provide a 30 foot wide access and utility easement on Parcel 2 benefitting Parcel 1.
3. As part of the Subdivision Plat the applicant shall add a note on the plat requiring all habitable structures to be fire sprinklered as long as the private road does not include a fire turnaround.

SUGGESTED MOTIONS

Based upon the findings for a Development Plan as presented in the staff report related to 1) Consistency with the Comprehensive Plan; 2) Achieves purpose of NRO & SRO overlays; 3) Impact of public facilities & services; 4) Compliance with Town Design Guidelines; 5) Compliance with LDRs & Town Ordinances; 6) Conformance with past permits & approvals for Item P19-152, I move to recommend **approval** to the Town Council of a Development Plan for a 7-lot subdivision for the property addressed at 115 Nelson Drive, subject to the Land Development Regulations, the departmental reviews attached hereto and the following condition(s) of approval:

1. If the applicant does not submit a Subdivision Plat application within 18 months of the Development Plan approval, the Development Plan will expire.
2. As part of the Subdivision Plat the applicant shall provide a 30 foot wide access and utility easement on Parcel 2 benefitting Parcel 1.
3. As part of the Subdivision Plat the applicant shall add a note on the plat requiring all habitable structures to be fire sprinklered as long as the private road does not include a fire turnaround.

PLANNING

Project Number P19-152
Project Name Dev Plan: 7-Lot Subdivision
Type DEVPLAN
Subtype LAND DIVISION
Status STAFF REVIEW

Applied 6/20/2019 TV
Approved
Closed
Expired
Status

Applicant Y2 Consultants

Owner TETON LANDING LLC

Site Address
 115 NELSON DRIVE

City

State **Zip**

Subdivision

Parcel No

General Plan

22411634100030

Type of Review	Status	Dates			Remarks
		Sent	Due	Received	
Contact Notes					
Building Kelly Sluder	APPROVED	6/20/2019	7/11/2019	6/20/2019	
Fire Kathy Clay (6/20/2019 1:50 PM CLAY)	APPROVED W/CONDITI	6/20/2019	7/11/2019	6/20/2019	See Comments
Fire department turnaround is waived in lieu of all habitable structures within the subdivision are fire sprinklered per NFPA 13D. Although 13R was indicated originally, the structures appear to single units, not connected to each other. A fire hydrant within 500' of all structures is required.					
Joint Housing Dept Stacy Stoker (6/20/2019 11:38 AM SAS)	APPROVED	6/20/2019	7/11/2019	6/20/2019	See Comments
Subdivisions do not have a housing requirement unless structures are being developed. Affordable housing fees will be collected by the Planning Department as residential units are built.					
Legal Lea Colasuonno (6/24/2019 7:28 AM LC)	APPROVED W/CONDITI	6/20/2019	7/11/2019	6/24/2019	
The SIA will need be finalized and executed.					
Parks and Rec Steve Ashworth		6/20/2019	7/11/2019		
Pathways Brian Schilling (7/1/2019 9:11 AM TV)	APPROVED	6/20/2019	7/11/2019	7/1/2019	
No concerns.					
Planning Tyler Valentine (8/28/2019 4:00 PM TV)	APPROVED W/CONDITI	6/20/2019	7/11/2019	8/28/2019	
Please see staff report.					

Type of Review Contact Notes	Status	Dates			Remarks
		Sent	Due	Received	
Police Todd Smith		6/20/2019	7/11/2019		
Public Works Rachelle Rhodes	APPROVED W/CONDITI	6/20/2019	7/11/2019	7/17/2019	see notes

Type of Review	Status	Dates			
		Sent	Due	Received	Remarks
Contact					
Notes					
(7/17/2019 5:14 PM RR)					
Development Plan Review – APPROVED with CONDITIONS					
P19-152 Dev Plan					
APPLICANT: Melissa Ruth, Y2 Consultants					
ADDRESS: 115 Nelson Drive					
July 17, 2019					
Rachelle Rhodes, 733-3079					
DATE OF SUBMITTAL: 6/20/2019					
DATE OF MATERIALS: 6/19/2019					
REVISION NO.: 0					
The engineering division has reviewed your application for a DEVELOPMENT PLAN submitted on and with application materials as dated above.					
In addition to the required Town of Jackson submittal requirements, The Engineering Department requires applicants to submit plans, documents, etc in electronic PDF format in addition to the standard paper submittal(s). Please submit these materials through Tiffany Stolte of the Planning Department (tstolte@jacksonwy.gov).					
INFORMATION REQUIRED PRIOR TO SUBDIVISION PLAT, SIA AGREEMENT AND GRADING PRE-APPLICATION SUBMITTAL:					
1. Water System:					
a. A detailed potable water system plan shall be provided on the plans consistent with the LDR's. The plan shall show the calculations for domestic and fire water demands. This plan shall include backflow device and meter locations.					
b. The proposed water main shall be revised to connect to the existing 8" stub from Nelson Drive. Confirm that the water and sewer mains will have a minimum horizontal separation of 10-feet and minimum vertical separation of 1.5-feet. Water main and gas lines must have a minimum horizontal separation of 5-feet.					
c. The proposed water main should be an 8-inch water main with a hydrant instead of a blow-off valve.					
2. A preliminary irrigation system design (if applicable) with backflow system plan shall be provided on the plans consistent with the LDR's.					
3. Sewer System:					
a. A detailed sanitary sewer system plan shall be provided on the plans consistent with the LDR's. The plan shall show the calculations for sewer flowrates.					
b. Condition of existing sewer main needs to be assessed to determine if it warrants replacement.					
4. A preliminary stormwater management plan for the site shall be provided on the plans consistent with the LDR's.					
5. A complete grading and erosion control plan shall be provided on the plans consistent with the LDR's.					
6. Site contours, spot elevations, grades, (existing and proposed) shall be provided on the plans beyond all property boundaries per the LDR's to ensure the development's integration into the surrounding public and private property.					
PRIOR TO BUILDING PERMIT APPROVAL:					
7. A grading pre-application and grading pre-application meeting is required prior to building permit submittal.					
8. The applicant shall be required to submit for Town Engineer and Planning Director approval a detailed construction staging /phasing plan and narrative on the expected public impact.					
9. A complete and detailed landscaping plan shall be required.					
10. Please be advised that infrastructure improvements necessary to meet the capacity demands and requirements for the proposed					

Type of Review	Status	Dates			Remarks
		Sent	Due	Received	
Contact					
Notes					
development shall be the responsibility of the developer. The Town of Jackson is not responsible for upsizing or extending of potable water, sanitary sewer, or storm drainage to meet development needs so long as the existing utility systems are within a reasonable distance of the subject property.					
11. A parking and access plan per the LDR's shall be required. The dimensions of the parking spaces and drive lanes, including turning movements (both ingress and egress), shall be clearly shown on the plans for review.					
12. A pedestrian corridor plan shall be provided for review. This shall include all dimensions and elevations in relation to existing curb and future development together with ADA compliance.					
13. All work to be completed within the Town's right-of-way shall be specifically addressed.					
14. All onsite power and cable utilities shall be shown as underground and location(s) of transformers indicated.					
15. Snow storage areas for the site shall be indicated on the plans.					
PLEASE BE ADVISED THAT:					
16. A Public Right-of-Way (Encroachment) Permit is required for any work within the public right-of-way.					
17. A demolition permit is required for each existing structure to be removed from the site. Water and sewer services to be abandoned for the project shall be bonded and abandoned at the main during the demolition phase of the project.					
18. The approval of this application confirms that the Town of Jackson has evaluated the application submitted by the applicant and determined that it meets the minimum applicable construction and design standards of the Town's Land Development Regulations as they pertain to Public Works review. Nothing in this approval constitutes an endorsement by the Town of Jackson of the construction or the design of the proposed development. The Town assumes no liability for, and does not in any way guarantee or warrant the performance or operation of the development.					
19. This approval does not relieve the permittee from any duty to obtain any other permit or authorization that may be required by any provision of federal, state or local codes and ordinances; nor does it permit violation of any section of federal, state or local codes and ordinances.					
START		6/20/2019	7/11/2019		
Darren Brugmann					



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: TETON LANDING SUBDIVISION
Physical Address: 115 NELSON DRIVE
Lot, Subdivision: PT NE 1/4 NE 1/4 SEC 34, TWP 41, R. 116 PIDN: 22-41-16-34-1-00-030
(PARCEL 1)

PROPERTY OWNER.

Name: TETON LANDING LLC Phone: (307) 733-220 ext. 7905
Mailing Address: PO BOX 1677 JACKSON, WY ZIP: 83001
E-mail: SDARWICHE@HOTELJACKSON.COM

APPLICANT/AGENT.

Name: Y2 CONSULTANTS, LLC Attn: MELISSA RUTH Phone: (307) 733-2999
Mailing Address: PO BOX 2870 JACKSON, WY ZIP: 83001
E-mail: MELISSA@Y2CONSULTANTS.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

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 #: P18-224 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 www.townofjackson.com/DocumentCenter/View/102/Town-Fee-Schedule-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.

Melissa Ruth
Signature of Property Owner or Authorized Applicant/Agent

MELISSA RUTH
Name Printed

June 19, 2019
Date

PLANNER
Title

LETTER OF AUTHORIZATION

Teton Landing, LLC "Owner" whose address is: PO Box 1677 Jackson, WY 83001
(NAME OF ALL INDIVIDUALS OR ENTITY OWNING THE PROPERTY)

, as the owner of property more specifically legally described as: 115 Nelson Dr., Jackson WY ; PT NE 1/4 NE 1/4 SEC 34, Parcel: 22-41-16-34-1-00-001

(If too lengthy, attach description)

HEREBY AUTHORIZES Y2 Consultants, LLC as agent to represent and act for Owner in making application for and receiving and accepting on Owners behalf, any permits or other action by the Town of Jackson, or the Town of Jackson Planning, Building, Engineering and/or Environmental Health Departments relating to the modification, development, planning or replatting, improvement, use or occupancy of land in the Town of Jackson. Owner agrees that Owner is or shall be deemed conclusively to be fully aware of and to have authorized and/or made any and all representations or promises contained in said application or any Owner information in support thereof, and shall be deemed to be aware of and to have authorized any subsequent revisions, corrections or modifications to such materials. Owner acknowledges and agrees that Owner shall be bound and shall abide by the written terms or conditions of issuance of any such named representative, whether actually delivered to Owner or not. Owner agrees that no modification, development, platting or replatting, improvement, occupancy or use of any structure or land involved in the application shall take place until approved by the appropriate official of the Town of Jackson, in accordance with applicable codes and regulations. Owner agrees to pay any fines and be liable for any other penalties arising out of the failure to comply with the terms of any permit or arising out of any violation of the applicable laws, codes or regulations applicable to the action sought to be permitted by the application authorized herein.

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.

OWNER:

(SIGNATURE) (SIGNATURE OF CO-OWNER)

Title: Managing Partner

(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 Sadek Darwiche this 25 day of September, 20018.

WITNESS my hand and official seal.

Melissa R. Ruth
(Notary Public)

My commission expires: 08/02/22

(Seal)





y2consultants.com
307 733 2999

CONSULTANTS

ENGINEERING, SURVEYING & PLANNING
LANDSCAPE ARCHITECTURE, GIS
NATURAL RESOURCE SERVICES

TETON LANDING SUBDIVISION 1ST FILING

DEVELOPMENT PLAN LOTS 1-7

Prepared by:

Y2 Consultants, LLC
ATTN: Melissa Ruth
P.O. Box 2870
Jackson, WY 83001

Prepared for:

Teton Landing, LLC
ATTN: Sadek Darwiche
P.O. Box 1677
Jackson, WY 83001

June 19, 2019

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Is consistent with the desired future character described for the site in the Jackson/Teton County Comprehensive Plan.....	2
Achieves the standards and objective of the Natural Resource Overlay (NRO) and Scenic Resources Overlay (SRO)	3
Does not have a significant impact on public facilities and services, including transportation, potable water and wastewater facilities, parks, schools, police, fire and EMS facilities	3
Complies with the Town of Jackson Design Guidelines, if applicable	3
Complies with all relevant standards of these LDRs and other Town Ordinances	3
Is in substantial conformance with all standards or conditions of any prior applicable permits or approvals.....	3
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INTRODUCTION

Teton Landing, LLC currently owns two parcels located at 115 Nelson Drive within the Town of Jackson. The subject parcel (Parcel 1) is a one-acre parcel zoned Neighborhood Medium-1 (NM-1). Access to this property is provided via a 30' easement from Nelson Drive along the northern property boundary of the lot immediately east of the subject lot. Parcel 2 is encumbered by Nelson Drive, steep slopes, and partially within the NRO and is therefore not proposed for development with this application.

On March 4th, 2019 the Town of Jackson approved an LDR clean-up which included standards for new private roads, requiring a minimum paved road width of 20' and an easement width of 30'. The proposed private road to access each of the lots within the subdivision will meet the new private road standards with a width of 20' and 5' on each side to create a 30' easement.

Seven (7) lots are proposed with this subdivision, all approximately 6,200 sf and in harmony with the neighborhood character (See Appendix A for proposed lot lines). The minimum lot size in this zone is 3,750 sf for single-family lots. However, 3,750 sf lots would not match the surrounding neighborhood character. A neighborhood meeting is not required for this subdivision but was held at the St. Johns Hospital Board Meeting Room on May 13th to take public comment and address any concerns of the neighbors and the public regarding density, access, and utilities. The summary of the Neighborhood meeting is attached as Appendix F.

SUBSECTION B

ALLOWED SUBDIVISION AND DEVELOPMENT OPTIONS

DIVISION 7.2 SUBDIVISION STANDARDS

7.2.2 STANDARDS APPLICABLE TO ALL SUBDIVISIONS

A Subdivision Improvements Agreement (SIA) addressing access, signs/lights, water treatment, water supply, fire control measures, storm drainage, utilities, parking, and landscaping will accompany the Subdivision Plat application. A draft of this document is attached as Appendix G.

7.2.3 LAND DIVISION STANDARDS

This development plan is for a 7-lot residential subdivision and meets all standards of this Section. The minimum lot size in this zone is 3,750 sf. Each of the 7 proposed lots is approximately 6,200 sf, well above the minimum lot size in the NM-1 zone.

7.2.4 CONDOMINIUM AND TOWNHOUSE SUBDIVISIONS

This development plan is not for a townhouse or condominium subdivision.

DIVISION 7.4 AFFORDABLE HOUSING STANDARDS

Affordable housing fees will be paid upon submission of building permits for each of the 7 lots within the subdivision.

DIVISION 7.5 DEVELOPMENT EXACTION STANDARDS

7.5.2 PARK EXACTIONS

The park exaction fee in lieu calculation is attached as Appendix B.

7.5.3 SCHOOL EXACTIONS

The school exaction fee in lieu calculation is attached as Appendix C.

DIVISION 7.6 TRANSPORTATION FACILITY STANDARDS

7.6.2 ACCESS TO ROADS, STREETS, AND HIGHWAYS

Each lot will access Nelson Drive via a 20' private road with a 30' easement across the northern portion of the lot. The private road will connect to Nelson Drive, classified as a local street, which has the capacity to handle the vehicle use of 7 additional single-family residences. The Town of Jackson adopted standards for private roads on March 4th, 2019, finding that most new private roads in Town will be short low traffic roads constructed solely to service residential subdivisions like Daisy Bush and the proposed subdivision. These new standards require a 20' paved roadway with a 30' easement. The proposed private road meets these minimum standards.

7.6.3 STREETS, ALLEYS, AND EASEMENTS

A 20' paved drive aisle with a 30' easement will be provided to access each lot. This subdivision does not affect any alleys.

FINDINGS

IS CONSISTENT WITH THE DESIRED FUTURE CHARACTER DESCRIBED FOR THE SITE IN THE JACKSON/TETON COUNTY COMPREHENSIVE PLAN

Complies. The Teton County GIS locates the property within two Comprehensive Plan sub areas, Sub Area 6.1- Low to Medium Density Neighborhoods and Sub Area 3.4- May Park. The 7-lot development is closer to properties designated within Sub Area 6.1- Low to Medium Density Neighborhoods and is more in character with the surrounding neighborhood. While May Park is in proximity to the subject lot, the zoning does not allow for the same level of high-density multi-family development. The 7-lot development will result in 0.14-acre lots in character with the neighboring lots of approximately 0.2-acres. Additionally, the access drive will match surrounding residential roads and cul-de-sacs. Sub Area 6.1 is defined by "platted single-family homes with some pockets of multifamily development which should be maintained... Consideration of clustered/multifamily development to preserve large portions of open space and/or wildlife habitat/movement corridors will also remain an option." The proposed 7 lots will maintain existing wildlife permeability between the Elk Refuge and the adjacent United States Forest Service (USFS) lands. The medium density development will encourage wildlife to move through the residential area and into the adjacent public lands. The development setbacks in this zone combined with the density of this proposal allow movement corridors for wildlife and encourage movement through the residential neighborhood.

No physical development is proposed with this application. However, upon building applications, the applicant shall meet the goals and objectives outlined in the Comprehensive Plan and Town LDRs.

ACHIEVES THE STANDARDS AND OBJECTIVE OF THE NATURAL RESOURCE OVERLAY (NRO) AND SCENIC RESOURCES OVERLAY (SRO)

Not applicable. The proposed subdivision only affects PIDN: 22-41-16-34-1-00-030 Parcel 1, which is not within the NRO and does not affect existing natural resources due to property-wide disturbance. PIDN: 22-41-16-34-1-00-030 Parcel 2 is partially within the NRO but is not proposed for development at this time due to the easement for Nelson Drive. Parcel 2 is also encumbered by steep slopes and is within the USFS boundary. The lot is not within the Scenic Resource Overlay.

DOES NOT HAVE A SIGNIFICANT IMPACT ON PUBLIC FACILITIES AND SERVICES, INCLUDING TRANSPORTATION, POTABLE WATER AND WASTEWATER FACILITIES, PARKS, SCHOOLS, POLICE, FIRE AND EMS FACILITIES

Complies. A park exaction fee of \$18,900 and school exaction fee of \$14,000 will be paid as to mitigate the impact of the development on schools and parks. Water and sewer will be accessed via the public sanitary sewer and water lines located in Nelson Drive. Refer to Appendix D for locations of utility connections.

Per conversations with Kathy Clay, all structures will be required to be fire sprinkled, via recordation of Covenants, Conditions, and Restrictions, to mitigate the need for a hammerhead turnaround for fire access. See Appendix E for the record of conversation.

COMPLIES WITH THE TOWN OF JACKSON DESIGN GUIDELINES, IF APPLICABLE

Not Applicable. The proposed subdivision does not include physical development and, therefore, does not apply to TOJ Design Guidelines.

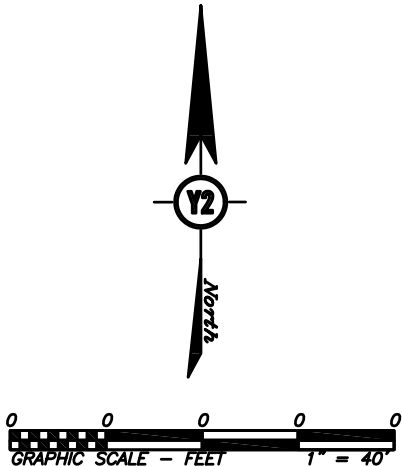
COMPLIES WITH ALL RELEVANT STANDARDS OF THESE LDRS AND OTHER TOWN ORDINANCES

Complies. The proposed subdivision complies with relevant standards, outlined in the NM-1 zone. The proposed subdivision lot sizes are in conformance with the NM-1 zone standards. Please see Appendix A, Proposed Lot Lines, for subdivision lot sizes and configuration.

IS IN SUBSTANTIAL CONFORMANCE WITH ALL STANDARDS OR CONDITIONS OF ANY PRIOR APPLICABLE PERMITS OR APPROVALS

Complies. The applicant is unaware of any prior permits or approvals that conflict with this project.

APPENDIX A: PROPOSED LOT LINES



Y2 Consultants
215 East Simpson
P.O. Box 2674
Jackson, WY 83001
Ph: 307-733-2999

Proposed Lot Boundaries

Project Number • 18202
Project Path • F:\2018\18202_Darwiche\Planning\18202_190826_PLAT.dwg
Drawn By • MWW MKR
Reviewed By • MWW
Drawing Date • April 5, 2019
Revision Date • August 26, 2019

Darwiche

Being a portion of
XXXXXXXXXXXX
T. XX N., R. XX W., 6th P.M.
Teton County, Wyoming

APPENDIX B: PARKS EXACTION CALCULATION

**TOWN OF JACKSON
LAND DEVELOPMENT REGULATIONS
DIVISION 7.5.2 - PARK EXACTIONS**

DATE: 4/26/19

CASH-IN-LIEU OF LAND DEDICATION: SECTION 49660

1. PROJECT NAME: TETON LANDING SUBDIVISION
2. LOCATION: 115 NELSON DRIVE
3. PROJECT NUMBER: P18-224

4. CALCULATE PROPOSED PROJECT POPULATION:

UNIT TYPE	# OF UNITS	X	PERSONS HOUSED PER UNIT	PROJECTED POPULATION
STUDIO	_____		1.25	_____
1 BEDROOM	_____		1.75	_____
2 BEDROOM	_____		2.25	_____
3 BEDROOM	<u>7</u>		3.00	<u>21</u>
4 BEDROOM	_____		3.75	_____
5 BEDROOM	_____		4.50	_____
EACH ADDITIONAL BEDROOM	_____		0.50	_____
DORMITORY	_____		1 per 150 sf of net habitable area	_____
TOTAL	_____			_____

5. CALCULATE REQUIRED PARK ACREAGE:

$$\underline{21} \text{ TOTAL PROJECTED POPULATION} \times \frac{9 \text{ ACRES}}{1000 \text{ RESIDENTS}} = \underline{0.189} \text{ REQUIRED ACRES}$$

6. CALCULATE CASH-IN-LIEU:

$$\underline{0.189} \text{ REQUIRED ACRES} \times \$100,000 \text{ (VALUE OF LAND)} = \$ \underline{18,900} \text{ CASH-IN-LIEU}$$

7. FOR INFORMATION ON PROVIDING AN INDEPENDENT CALCULATION, SEE LDR SECTION 7.5.2 OPTION FOR INDEPENDENT CALCULATION OF DEDICATION STANDARDS

APPENDIX C: SCHOOLS EXACTION CALCULATION

**TOWN OF JACKSON
LAND DEVELOPMENT REGULATIONS
DIVISION 7.5.3 - SCHOOL EXACTIONS**

DATE: 4/26/19

CASH-IN-LIEU OF LAND DEDICATION: SECTION 49770

1. PROJECT NAME: TETON LANDING SUBDIVISION
2. LOCATION: 115 NELSON DRIVE
3. PROJECT NUMBER: P18-224

4. CALCULATE REQUIRED DEDICATION OF LAND:

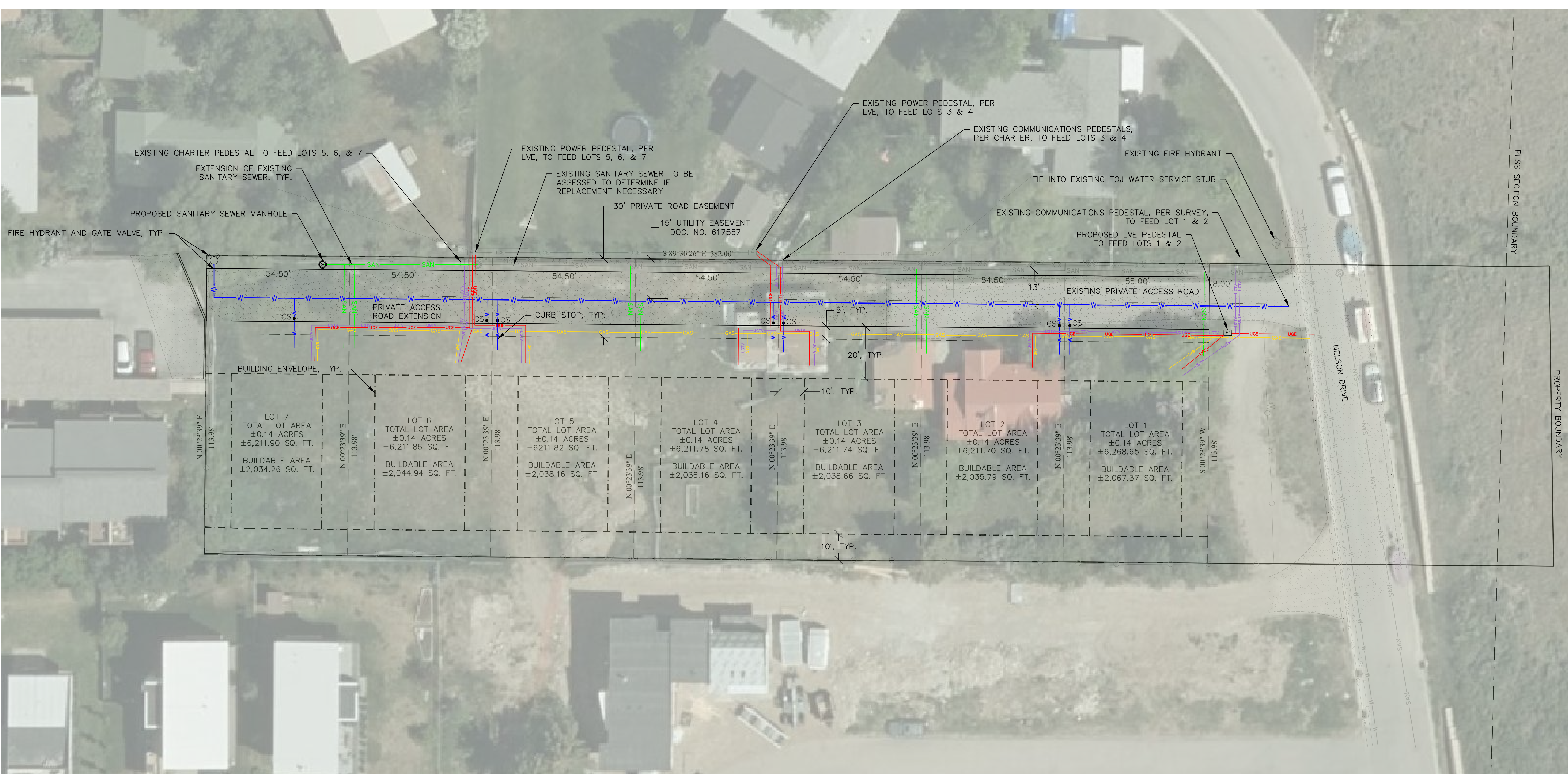
LAND DEDICATION REQUIREMENT	X	# OF UNITS	=	LAND DEDICATION
.020 ACRES PER UNIT SINGLE & TWO-FAMILY		<u>7</u>		<u>0.14</u>
.015 ACRES PER UNIT MULTI-FAMILY				

5. CALCULATE CASH IN-LIEU:

$$\frac{0.14}{\text{LAND DEDICATION STANDARD}} \times \$100,000 \text{ (VALUE OF LAND)} = \$14,000 \text{ CASH-IN-LIEU}$$

6. FOR INFORMATION ON PROVIDING AN INDEPENDENT CALCULATION, SEE LDR SECTION 7.5.3 OPTION FOR INDEPENDENT CALCULATION OF DEDICATION STANDARDS

APPENDIX D: UTILITY CONNECTIONS PLAN



- NOTES:
- 1) "PER SURVEY" INDICATES LOCATION BY GROUND SURVEY.
 - 2) "PER CHARTER" INDICATES APPROXIMATE LOCATION FROM AERIAL PROVIDED BY CHARTER COMMUNICATIONS.
 - 3) "PER LVE" INDICATES APPROXIMATE LOCATION FROM AERIAL PROVIDED BY LOWER VALLEY ENERGY.
 - 4) UTILITY LOCATIONS SHOWN FOR ILLUSTRATIVE PURPOSES AND DO NOT REFLECT HOW THEY WILL BE INSTALLED.
 - 5) MULTIPLE UTILITIES SHALL SHARE TRENCHES WHERE APPLICABLE.

LEGEND	
(E) - EXISTING	(P) - PROPOSED
	LOT BOUNDARY
	SETBACK
	BUILDING ENVELOPE
	EASEMENT
	(E) EDGE OF PAVEMENT
	(P) EDGE OF PAVEMENT
	(E) CHAINLINK FENCE
	(E) BUCKRAIL FENCE
	(E) WATER MAIN
	(P) WATER MAIN
	(P) WATER SERVICE
	(E) SEWER MAIN
	(P) SEWER MAIN
	(E) SEWER SERVICE
	(P) SEWER SERVICE
	(P) GAS STUB
	(P) GAS LINE
	(E) CABLE TV LINE
	(P) CABLE TV LINE
	(E) UNDERGROUND ELECTRICAL LINE
	(P) UNDERGROUND ELECTRICAL LINE

DRAWING SET TITLE
DEV. SUBMITTAL
REVISION

DATE
06/19/2019
08/21/2019

DRAWN BY: JG
CHECKED BY: VR

JOB #:
18202

Y2

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LANDSCAPE ARCHITECTURE, GIS
NATURAL RESOURCE SERVICES

Y2consultants.com
307.733.2899

TETON LANDING SUBDIVISION - APPENDIX D

SADEK DARWICHE
115 NELSON DRIVE
JACKSON, WY 83001

DEVELOPMENT PLAN
SUBMITTAL

C1.1

APPENDIX E: APPROVAL OF RESIDENTIAL SPRINKLERS IN LIEU OF A HAMMERHEAD TURNAROUND

Melissa Ruth

From: Sadek Darwiche <sdarwiche@hoteljackson.com>
Sent: Thursday, April 18, 2019 8:56 AM
To: Melissa Ruth
Subject: FW: Follow Up: Sprinklered Subdivisions

See below. Looks positive!

Sadek Darwiche
General Manager
Hotel Jackson

From: Kathy Clay <kclay@tetoncountywy.gov>
Date: Thursday, April 18, 2019 at 8:51 AM
To: Sadek Darwiche <sdarwiche@hoteljackson.com>
Subject: RE: Follow Up: Sprinklered Subdivisions

Good Morning Sadek: Let's focus on getting you less pavement, removing the turnaround, doing the right thing – adding fire sprinklers! A NFPA 13R system – which is not the most restrictive system – would be perfect. This system requires less flow and concealed spaces do not require protection. I would allow a NFPA 13R system using the most current edition of the standard.

The 5000 square feet isn't part of the conversation.

As AHJ, I would waive fire department access rules in lieu of adding NFPA 13R systems to all structures in the development.

It's a win, win!! I hope you will consider.

Kathy Clay
Battalion Chief Fire Marshal
Jackson Hole Fire/EMS
Desk 307-732-8506
kclay@tetoncountywy.gov
www.jhfire-ems.org
[FACEBOOK](#)



"Ancora Imparo"

From: Sadek Darwiche [mailto:sdarwiche@hoteljackson.com]

Sent: Wednesday, April 17, 2019 5:42 PM

To: Kathy Clay <kclay@tetoncountywy.gov>

Subject: Follow Up: Sprinklered Subdivisions

[**NOTICE:** This message originated outside of the Teton County's mail system -- **DO NOT CLICK** on links or open **attachments** unless you are sure the content is safe.]

Hello Kathy,

It was a pleasure bumping into you last week at the Town Hall. I wanted to follow up on our conversation regarding sprinklered subdivisions. I've attached the potential plat map without the fire turn around to make sure that the potential conditions we're presenting would likely conform to eliminating a turn around.

Additionally, when requiring these new structures to have a sprinkler system, is there a specific type of system these residential homes would need to have or simply a residential system installed in those homes of 5,000 square feet or larger.

I appreciate your insight and feedback on this and hope the solution we discuss with the sprinklers will work for our purposes.

All the best,

Sadek Darwiche
General Manager
Hotel Jackson

Correspondence, including e-mail, to and from employees of Teton County, in connection with the transaction of public business, is subject to the Wyoming Public Records Act and may be disclosed to third parties.

APPENDIX F: NEIGHBORHOOD MEETING MATERIALS



y2consultants.com
307 733 2999

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NEIGHBORHOOD MEETING SUMMARY TETON LANDING SUBDIVISION (115 NELSON DRIVE)

Date: 13 May 2019, 6:00 PM to 7:30 PM
Location: St. Johns Hospital Board Meeting Room
Applicant: Teton Landing, LLC Sadek Darwiche
Agent: Y2 Consultants, LLC Melissa Ruth

The St. Johns Board Meeting room in the second floor of the Hospital was fully occupied by interested neighbors.

A 24x36" exhibit depicting the proposed subdivision was laid out on the board room table for viewing.

An attendance sheet was provided, and attendees were asked to sign in. A copy is attached. Estimation of Attendees: 20-25 people

A brief outline of the proposal and zoning for the lot was available for attendees to have. A copy is attached. A short presentation was made at 6:05PM with a Q & A session following for approximately 0.5 hours.

Sadek Darwiche and Melissa Ruth made the presentation. Sadek and Melissa responded to questions and comments. The meeting took on more of a forum discussion after the brief presentation, where comments and questions were inter-mixed and neighbors responded and added upon previous comments and questions.

Questions and Comments included:

- What is the maximum number of lots or units?
 - We are proposing 7 lots. Each with the ability to have a single-family home and an ARU not to exceed 2,484 sf habitable space, or 2,795 with an ARU. Not everyone will choose to have an ARU
 - Minimum lot size is 3,750 sf, meaning 11 lots, each with a single-family home and ARU is possible.
- Who owns the road?
 - The road will be a private road
- Plan for the land next to Nelson Drive? Sidewalk?
 - We anticipate landscaping and some greenspace. Additional snow storage is also anticipated.
- Will there be an HOA?
 - Yes
- What is the traffic flow, pedestrian flow? Is there a plan for Nelson Drive?
 - There is a 5-foot setback from the north lot line to the road for snow storage

- There is a 10 setback from the edge of the road to the building envelope that could enable a sidewalk/snow storage
 - Overall: low impact due to number of lot.
- Do you need an alley to have an ARU?
 - ARUs on lots of this size do not require an alley, but they are limited in size. Only two units are allowed per lot, one main house and an ARU.
- Are ARUs limited in size?
 - Yes, square footage is limited by the overall floor area allowed. An individual ARU if attached to the main house is limited to 800 sf, detached are limited to 500 sf.
- Are you planning on developing the lots and selling or selling them undeveloped?
 - Undecided at this time. We may develop some, develop none, or develop all. CC&Rs will be in place to provide guidance for development if we do not develop them ourselves.
- Have you submitted the application? When are the public hearings?
 - We plan to submit in the next few weeks. The public hearings will be scheduled sometime this summer, depending on staff review. We can inform, if you leave your email on the sign in sheet.
- When will you start construction?
 - Depends on the timeline of the planning process. Ideally infrastructure will be put in this fall.
- Will the lots utilize Nelson Drive?
 - Yes. The neighbors to the west were not interested in a road connecting to Rancher St.
- Have you spoke with Habitat for Humanity regarding construction of the units?
 - We haven't spoken with Habitat, but it is unlikely.
- Are these town size lots?
 - These are slightly smaller than town lots. Standard town lot is 7,500 sf. These are about 6,200 sf
- What is the maximum of height of the homes?
 - 26-34 feet for roof height
- What is the maximum density allowed per lot in this zone?
 - 4 units allowed per 7,500 sf lot. Lots less than 7,500 sf are limited to two units
- Could you have two roads on this lot to provide two street frontages?
 - Not on this lot. The lot is not wide enough to provide two roads and sufficient building envelopes.
- Could lots be further subdivided?
 - No
- Would ARUs count towards maximum square footage?
 - Yes
- I'd like to see less traffic on Rancher St.
 - This subdivision will not empty on to Ranchers St. Most of the traffic observed is leaving east Jackson towards town.
- What has the town response been so far?
 - The Town would like more units. We don't want to build to the maximum, we want to keep in character with the neighborhood.
- Are you asking for any variances?
 - No.
- Several people stated they were happy to see less density proposed and were excited to see additional families and children in the area.

SIGN IN SHEET

Betsy Campbell
Emily Fignershaw
Deborah Haisinger
Carl Detwyler
Carolyn Daulty
Jody Halsey
Burton Johnson

cdetwyler@gmail.com

jodyhalsey@hotmail.com

DAVE SIMPSON - DAVE SIMPSON 67@GMAIL.COM

JEREMY MINOR - WINDRIVERHIKER@GMAIL.COM

Judd Grossman - jg@juddgrossman.com

Amy Golightly

Jeff Golightly

GREG MILES

jeffgolightly1@gmail.com

STUDIO 650@gmail.com

CARMEN MARTIN

carmenmartin330@gmail.com

HANDOUT AVAILABLE TO ATTENDEES



y2consultants.com
307 733 2999

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NATURAL RESOURCE SERVICES

Neighborhood Meeting Summary

Teton Landing Subdivision (115 Nelson Drive)

DATE: 13 May 2019, 6:00 PM to 7:30 PM
Location: St. Johns Hospital Board Meeting Room
Applicant: Teton Landing, LLC- Sadek Darwiche
Agent: Y2 Consultants, LLC Melissa Ruth

INTRO TO ZONING/ RECENT TOWN REZONING

In July of 2018, the Town of Jackson adopted new and updated zoning regulations for the residential and part of the commercial areas in town. The zoning on this lot, 115 Nelson Drive, was discussed in depth. The original zoning proposed by Town planning staff, was higher than the existing zoning. Many residents voiced concerns about the potential density that could exist on the lot and the ability of Nelson Drive to absorb the increased density. The staff brought back a map with a two-zone reduction to the current zone, Neighborhood Medium-1 (NM-1), because it better matches the surrounding density and neighborhood character.

NEIGHBORING EXISTING DENSITY AND ROADS

Nearby lots within this zone range from 0.07 acres to 0.20 acres in size and most have one primary residence and a few have accessory residential units (ARUs).

The proposed subdivision of this lot would result in 0.14 acre lots (6,200 sf) allowing two detached single-family units per lot with a maximum of 8,000 sf of habitable space each. Each lot is allowed one single family residence and one ARU. The minimum lot size in this zone is 3,750 sf but we felt that lots of that size would not fit the neighborhood.

PROPOSAL

Seven (7) lot subdivision with 0.14-acre (6,200 sf) lots. Minimum lot size in this area is 3,750.

20' private drive aisle with a 30' easement for access.

Single family lots

Single family residence with ability for one ARU (required to be fire sprinklered)

Q&A (ANTICIPATED)

- What is the time frame of this proposed amendment?
 - The proposal will be submitted within two (2) weeks.
 - A two (2) sufficiency review period is allowed for Town of Jackson Planning Dept.
 - Planning Commission (PC) Hearing scheduled – up to 90 days.
 - Town Council Hearing scheduled – 30 to 60 days after PC Hearing.

- Submit final Map for Town Council Review. We are anticipating a six (6) month process to record the final plat.
- What is the maximum number of lots or units?
 - We are proposing 7 lots. Each with the ability to have a single-family home and an ARU not to exceed 8,000 sf habitable space between the two.
 - Minimum lot size is 3,750 sf, meaning 11 lots, each with a single-family home and ARU.

APPENDIX G: DRAFT SUBDIVISION IMPROVEMENTS AGREEMENT

SUBDIVISION IMPROVEMENTS AGREEMENT

THIS SUBDIVISION IMPROVEMENTS AGREEMENT ("Agreement") is made by and between Teton Landing LLC, a Wyoming limited liability company ("Subdivider"), with a mailing address of P.O. Box 1677, Jackson, Wyoming 83001 and the TOWN OF JACKSON, a municipal corporation of the State of Wyoming ("Town"), with a mailing address of P.O. Box 1687, Jackson, Wyoming 83001. This Agreement is effective as of the date of recordation in the Teton County Clerk's Office of Land Records ("Effective Date").

RECITALS

WHEREAS, Subdivider submitted a Final Development Plan (DEV2019-_____) for a 7-Lot Subdivision, known as Teton Landing Subdivision ("Subdivision"), which was approved by Town Council on _____, 2019 subject to execution of this Agreement and submission of a Final Plat; and

WHEREAS, Subdivider is required to construct certain improvements (the "Improvements") as a condition of approval of the Final Plat and associated Development Plan; and

WHEREAS, the Town of Jackson's Land Development Regulations ("LDRs") require that a subdivision improvements agreement for public and private improvements be executed by the Subdivider and the Town and recorded in the Office of the Teton County Clerk; and

WHEREAS, the Town Council approves of the terms and conditions of this Agreement.

NOW, THEREFORE, IT IS HEREBY AGREED that for and in consideration of the above recitals, which are incorporated herein by reference, and the sum of Ten Dollars (\$10.00) and other good and valuable consideration, the receipt of which is hereby acknowledged, paid by each of the said parties to the other, Subdivider, its heirs, successors and assigns, and the Town do mutually covenant and agree as follows:

1. APPROVED SUBDIVISION INFRASTRUCTURE IMPROVEMENT PLANS AND SPECIFICATIONS

The Subdivider's approved subdivision infrastructure improvement plans and specifications, and any amendments thereto, shall be maintained on file in the office of the Town Engineer and be made available for public inspection. All work required to be performed by Subdivider under this Agreement shall be in accordance with the approved improvement plans and specifications, and any amendments thereto. Construction of required public or private improvements pursuant to this Agreement shall not commence until DEV2019-_____ and all subdivision infrastructure improvement plans and specifications have been approved by the Town.

Prior to the commencement of construction, the Subdivider or his engineer shall schedule a preconstruction meeting with Town Engineering and Town staff to review the program for the

construction work.

2. REQUIRED SUBDIVISION IMPROVEMENTS; ESTIMATED COSTS OF THE SAME;
REQUIRED SECURITY

Unless otherwise provided in this Agreement, Subdivider is required to engineer, design, construct and install, at its own expense, all improvements contained in **Exhibit A** to this Agreement (collectively, the “Improvements”), which exhibit is incorporated herein by reference. **Exhibit A** also contains the anticipated cost of the Improvements, which costs have been estimated by a professional engineer licensed in the State of Wyoming and approved by the Town Engineer. Prior to recording the Final Plat with the Clerk’s Office of Land Records, Subdivider shall deposit with the Town an irrevocable letter of credit, performance and payment bond, funds in escrow, or other equivalent security or commitment approved by the Town Council (each referred to herein as “Security”) in the amount of 125% of the total costs of the Improvements.

3. UTILITIES

Unless otherwise approved by the Town, utilities shall be installed as required by the LDRs.

Subdivider, either personally or through its agents, has directly consulted with the public utility companies providing services and facilities to the Subdivision. Subdivider has been informed as to the approximate cost for the provision and installation of said facilities and services and has considered these costs in the preparation of its subdivision improvement plans.

4. EXACTIONS:

Subdivider shall pay exactions for the following purposes and in the following amounts to the Town prior to the recording the Final Plat with the Clerk’s Office of Land REcords:

Parks Exactions:	\$ 18,900
School Exaction:	\$ 14,000
Affordable/Employee:	\$ N/A

5. TIME FOR COMPLETION

Unless otherwise extended or approved by the Town, Subdivider shall complete all Improvements within 1 year following the recordation of the Final Plat. The time for completing the Improvements may be extended upon approval by the Town Engineer, whose approval shall not be unreasonably withheld, or with the Town’s approval of a phasing plan for the completion of the Improvements.

6. WARRANTY

All Improvements that are accepted by the Town shall be subject to and shall carry a guarantee and warranty for all work and materials for a period of 1 year from the date of acceptance by the Town. This obligation shall survive any release of Security by the Town. Prior to the Town’s acceptance of any Improvements, the Subdivider shall post maintenance bonds or

appropriate letters of credit to secure the warranties contained in this section in an amount equal to 20% of the actual costs of construction for those Improvements accepted by the Town.

7. LIABILITY POLICIES

Subdivider agrees to carry a comprehensive general liability policy with minimum limits of \$_____ for each occurrence and \$_____ annual aggregate for bodily injury and \$_____ for each occurrence and \$_____ annual aggregate for property damage or a combined single limit policy with minimum limits of \$_____ for each occurrence and \$_____ annual aggregate which includes coverage for manufacturer and contractors, independent contractors, products, completed operations, and personal injury. Subdivider also agrees to name the Town as an additional named insured under the policies. A certificate of insurance shall be filed with the Town Engineer prior to the recordation of the Final Plat with the Clerk's Office of Land Records.

8. PERFORMANCE TESTING AND INSPECTION

Subdivider shall use a Town-approved State of Wyoming licensed engineer to perform and/or monitor all required testing.

Subdivider is responsible for obtaining all required permits and abiding by the conditions set forth within same.

Subdivider shall prepare daily inspection reports and test results, which shall be submitted to the Town Engineer. The Town shall have the right, but not the obligation, to be present at any performance tests and to perform periodic observation of any phases of construction. Subdivider shall notify the Public Works Department prior to the commencement of any performance test or the placement of asphalt pavement or concrete curb and gutter and shall accommodate a representative of the Town should he or she choose to be present at the test or placement.

9. RELEASE OF SECURITY

As Improvements are completed, the Subdivider may submit a written request to the Town Engineer to release part or all of the Security. Upon inspection and approval, the Town Engineer shall release the requested amount of the Security. If the Town Engineer determines that any of the Improvements are not constructed in substantial compliance with approved plans and specifications and/or requirements, the Town Engineer shall furnish the Subdivider a list of specific deficiencies. Subdivider shall be provided a reasonable time to correct the identified deficiencies. If, after a reasonable time is provided to Subdivider to correct the identified deficiencies, the Town Engineer determines that the Subdivider will not be able to construct all or a portion of the Improvements in accordance with approved specifications and/or plans, the Town Engineer may draw and expend from the Security such funds as may be reasonably necessary to construct all or a portion of the Improvements that Subdivider has not been able to construct in accordance with the approved specifications and/or plans.

The Town's release of the Security does not certify compliance with the LDRs or any other

applicable codes or requirements, nor does it release Subdivider from compliance with the same. The subdivision shall comply with all requirements of Section 7.2.2(A)(6).

10. DEVELOPMENT COORDINATION

Unless provided otherwise in this Agreement, the Town Engineer shall have general responsibility for coordinating the Improvements with the Subdivider. The Town's Planning Director shall coordinate with the Subdivider on all required exactions.

11. ACCEPTANCE:

Acceptance of any Improvements by the Town shall be in accordance with the LDRs.

The Town will accept Improvements only upon the completion and testing of the Improvements in accordance with the terms and conditions of this Agreement, the LDRs, and development approvals. The Town shall not be responsible for any Improvements until the Improvements are accepted by the Town, nor shall the Town exercise any control over the Improvements until such time as the Improvements are accepted by the Town, unless otherwise provided in this Agreement.

12. REIMBURSEMENT FOR INFRASTRUCTURE OVER-SIZING:

The Town agrees to reimburse Subdivider for infrastructure over-sizing generally described as follows:

[N/A]

The reimbursement shall be effected only after such time as the Town accepts Improvements. Reimbursement shall be in accordance with the LDRs.

13. NOTICES

Any notice or communication required or permitted herein shall be given in writing and shall be personally delivered or sent by United States mail, postage prepaid, registered or certified mail, return receipt requested, addressed as follows:

Town: Town of Jackson
Attn: Town Engineer
PO Box 1687
Jackson, WY 83001

Subdivider: Teton Landing, LLC
Attn: Sadek Darwiche
PO Box 266
Jackson, WY 83001
Email: sadekd@gmail.com

Either party, upon written notification to the other, may change mailing addresses and contact information.

14. BINDING EFFECT OF AGREEMENT AND MODIFICATIONS

This Agreement shall run with the land included within the Subdivision and shall inure to the benefit of and be binding upon the successors and assigns of the parties hereto. No modification of the terms of this Agreement shall be valid unless in writing and executed by both parties, and no waiver of the breach of the provisions of any section of this Agreement shall be construed as a waiver of any subsequent breach of the same section or any other sections which are contained herein.

15. TITLE AND AUTHORITY

Subdivider warrants to the Town that it is the record owner of the Subdivision or is acting in accordance with the authority of the owner. The undersigned further warrants having full power and authority to enter into this Agreement.

16. SEVERABILITY

This Agreement is to be governed and construed according to the laws of the State of Wyoming. In the event that any provision of this Agreement is held to be in violation of Town, State or Federal laws and hereby rendered invalid or unenforceable as to any party or circumstance, such finding shall not render that provision invalid or unenforceable as to any other persons or circumstances. If feasible, any such offending provision shall be deemed to be modified to be within the limits of enforceability or validity; however, if the offending provision cannot be so modified, it shall be stricken and all other provisions of this Agreement in all other respects shall remain valid and enforceable.

17. COUNTERPARTS AND FACSIMILES.

This Agreement may be executed in any number of counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument. Facsimile or electronic signatures shall be binding upon the parties.

18. RECORDATION OF NOTICE OF COMPLETION

Upon completion and final approval of the Improvements, the parties hereto, at their option, may execute a notice confirming that the Subdivider has completed all obligations set forth in this Agreement, which notice may be recorded in the Teton County Clerk's Office of Land Records.

**TOWN OF JACKSON,
a municipal corporation of the State of Wyoming**

By: Pete Muldoon, Mayor

STATE OF WYOMING)
)ss.
COUNTY OF TETON)

The foregoing instrument was acknowledged before me by Pete Muldoon as Mayor of the Town of Jackson this _____ day of _____, 2019.

Witness my hand and official seal.

Notary Public

My commission Expires:

Attest: _____
By: Sandy Birdyshaw, Town Clerk

STATE OF WYOMING)
)ss.
COUNTY OF TETON)

The foregoing instrument was acknowledged before me by Sandy Birdyshaw as Town Clerk of the Town of Jackson this _____ day of _____, 2019.

Witness my hand and official seal.

Notary Public

My commission Expires:

APPROVED AS TO FORM:

By: Lea Colasuonno, Town Attorney

STATE OF WYOMING)
)ss.
COUNTY OF TETON)

The foregoing instrument was acknowledged before me by Lea Colasuonno as Town Attorney of the Town of Jackson this _____ day of _____, 2019.

Witness my hand and official seal.

Notary Public

My commission Expires:

APPROVED AS TO CONTENT:

By: Brian Lenz, Town Engineer

STATE OF WYOMING)
)ss.
COUNTY OF TETON)

The foregoing instrument was acknowledged before me by Brian Lenz as Town Engineer of the Town of Jackson this _____ day of _____, 2019.

Witness my hand and official seal.

Notary Public

My commission Expires:

By: Tyler Sinclair, Town Planning Director

STATE OF WYOMING)
)ss.
COUNTY OF TETON)

The foregoing instrument was acknowledged before me by Tyler Sinclair as Planning Director of the Town of Jackson this _____ day of _____, 2019.

Witness my hand and official seal.

Notary Public

My commission Expires:

SUBDIVIDER

By: Sadek Darwiche, Managing partner, Teton Landing LLC

STATE OF WYOMING)
)ss.
COUNTY OF TETON)

On this _____ day of _____, 2019, before me, the undersigned Notary Public, personally appeared Sadek Darwiche for Teton Landing LLC, a Wyoming limited liability company, and known to me, or proven by satisfactory evidence, to be the Managing partner of the company that executed the foregoing instrument and acknowledged said instrument to be the free and voluntary act and deed of the company, by authority of Statute, its articles of organization or its operating agreement, for the uses and purposes therein mentioned, and on oath stated that such person is authorized to execute said instrument on behalf of the limited liability company.

Witness my hand and official seal.

Notary Public

My commission Expires: