

Jackson Town Council Regular Meeting

September 16, 2019

6:00 PM

Town Council Chambers

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**

I. OPENING

- A. Call to Order and Roll Call
- B. Pledge of Allegiance
- C. Announcements/Proclamations

II. PUBLIC COMMENT

This section is reserved for questions and comments from the public on items that are not otherwise included in this agenda. If you would like to communicate with the Council during the meeting, please address them during open public comment, when public comment is called for on a specific item or send an email to Council@jacksonwy.gov.

III. CONSENT CALENDAR

All matters listed in this section are considered to be of routine nature by the governing body and will be enacted in one motion, unless it is removed from the consent calendar and considered separately by Council. Public comment may be given on any item.

- A. Meeting Minutes
 - 1. September 3, 2019 special workshop
 - 2. September 3, 2019 regular meeting
- B. Disbursements
- C. August 2019 Municipal Court Report
- D. Temporary Sign Permit: Farm to Fork (P19-211)
- E. Bid 20-06: Purchase of Four Police Department Vehicles
- F. Installation Contract for Bus Charging Equipment
- G. Construction Contract for a Garage at the Treatment Plant
- H. Section 319 Grant Application for Stormwater Treatment Unit
- I. Section 205J Grant Application for Stormwater Planning
- J. Sewer Connection Request at 1220 West Highway 22 (P19-209)
- K. Special Event: PARK(ing) Day Additional Considerations

IV. PUBLIC HEARINGS, DISCUSSION AND/OR POSSIBLE ACTION ITEMS

- A. Planning Department
 - 1. **Item P19-137:** Development Plan for Base Camp at 640 S. Glenwood Street (Tyler Valentine)
 - 2. **Item P19-152:** Development Plan for 7-Lot Subdivision at 115 Nelson Drive (Tyler Valentine)

Please note that at any point during the meeting, the Mayor and Council may change the order of items listed on this agenda. In order to ensure that you are present at the time your item of interest is discussed, please join the meeting at the beginning to hear any changes to the schedule or agenda.

3. **Item P19-204:** Sagebrush Apartment - HUD Rider and Side Agreement (Paul Anthony)
4. **Item P19-216:** Sagebrush Apartment - For 2.38 Acre Floodway Parcel (Paul Anthony)

V. RESOLUTIONS

VI. ORDINANCES

VII. MATTERS FROM MAYOR AND COUNCIL

- A. Board and Commission Reports

VIII. MATTERS FROM THE TOWN MANAGER

- A. Town Manager's Report

IX. ADJOURN

Please note that at any point during the meeting, the Mayor and Council may change the order of items listed on this agenda. In order to ensure that you are present at the time your item of interest is discussed, please join the meeting at the beginning to hear any changes to the schedule or agenda.

TOWN COUNCIL PROCEEDINGS - **UNAPPROVED**

SEPTEMBER 3, 2019

JACKSON, WYOMING

The Jackson Town Council met in a special workshop session in the Council Chambers of the Town Hall at 150 East Pearl at 2:02 P.M. Upon roll call the following were found to be present:

MAYOR: Pete Muldoon.

COUNCIL: Hailey Morton Levinson, Arne Jorgensen, and Jonathan Schechter. Jim Stanford arrived at 2:09 p.m.

STAFF: Larry Pardee, Roxanne Robinson, Tyler Sinclair, Lea Colasuonno, Todd Smith, Michelle Weber, Paul Anthony, Darren Brugmann, April Norton, and Sandy Birdyshaw.

Saddle Butte Fire Update. Fire Chief Brady Hansen provided an update to the Town Council on the Saddle Butte Fire which began on September 1st.

Downtown Parking and Mobility Management Plan Implementation Schedule. Paul Anthony and Tyler Sinclair made staff comment that today's discussion could be centered around discussing the pros and cons table comparing short-term action items and paid parking, discussing the timing of hiring of a Parking Manager, and going through the proposed implementation schedule.

Council discussion included paid parking, the implementation schedule, having two-hour on-street parking downtown, extending enforcement hours, investing in technology for real-time space available, having a residential parking permit program, and exploring the scope of duties for a parking manager.

Todd Smith and Michelle Weber made staff comment on parking enforcement.

After discussion, the Council reached general agreement for staff to implement the following items: 1.3 Convert Home Ranch and Parks and Recreation lots to 3-Hour Visit Parking, 1.4 Convert Taxi2Fly Parking to regular parking that will be targeted for employee parking, 1.5 Develop Employee Parking Maps and Communication Program, 1.6 Add 15-Minute stalls at nearest intersection on blocks that have at least one high-turnover business in the Downtown Core, 1.8 Initiate Annual Data Collection Program to monitor performance, 1.9 Add a Section to the Municipal Code to require drivers to move at least one block to avoid a time-limit citation, 1.10 Add additional on-street ADA stalls in downtown, and 1.11 Add additional bicycle parking in Downtown.

A motion was made by Hailey Morton Levinson and seconded by Pete Muldoon to direct staff to begin implementation of the Downtown Parking and Mobility Management Plan dated May 2019 and as discussed today to implement the short-term action items as presented in the attached implementation schedule, subject to any changes provided at this meeting and to receive information on the logistics and hire of a Parking Manager as soon as practical. Mayor Muldoon called for the vote. The vote showed all in favor and the motion carried.

174 North King Street Housing Development Options. April Norton made staff comment on the proposals from Westmount Development and the Jackson Hole Community Housing Trust. Anne Cresswell of the Housing Trust answered Council questions and made comment on their project. Rick Ross of Westmount Development answered Council questions and made comment on their project.

Public comment was given by Jordan Rich, Kate Roberts, Karen Widely, Latham Jenkins, and Sharel Lund.

A motion was made by Hailey Morton Levinson and seconded by Pete Muldoon to proceed with developing housing at 174 N. King Street with Westmount Development Group and direct staff to bring back a Ground Lease for consideration at a future meeting. Mayor Muldoon called for the vote. The vote showed 2-3 in favor with Stanford, Jorgensen, and Schechter opposed. The motion failed.

A motion was made by Arne Jorgensen and seconded by Jonathan Schechter to proceed with developing housing at 174 N. King Street with Jackson Hole Community Housing Trust and direct staff to bring back a Ground Lease and Development Agreement to the Council for consideration at

a future meeting. Mayor Muldoon called for the vote. The vote showed all in favor and the motion carried.

A motion was made by Pete Muldoon and seconded by Jim Stanford to direct staff to work with the Housing Supply Board to create funding models and other options for providing low-income housing for the community including, but not limited to tax credits, minimum wages, ordinances, or anything else that is outside of the box that will help address this problem. Mayor Muldoon called for the vote. The vote showed all in favor and the motion carried.

Town Council Priorities Discussion on Predictable Funding of Local Government, to Identify and Discuss a Framework for Attaining the Goal. Tyler Sinclair made staff comment

A motion was made by Jim Stanford and seconded by Hailey Morton Levinson to continue this item to the evening regular Council Meeting. Mayor Muldoon called for the vote. The vote showed all in favor and the motion carried.

Adjourn. A motion was made by Hailey Morton Levinson and seconded by Jim Stanford to adjourn. The vote showed all in favor. The motion carried. The meeting adjourned at 4:54 P.M. minutes:spb

TOWN OF JACKSON

ATTEST:

Pete Muldoon, Mayor

Sandra P. Birdyshaw, Town Clerk

TOWN COUNCIL PROCEEDINGS - UNAPPROVED

SEPTEMBER 3, 2019

JACKSON, WYOMING

The Jackson Town Council met in regular session in the Council Chambers of the Town Hall located at 150 East Pearl at 6:01 P.M. Upon roll call the following were found to be present:

MAYOR: Pete Muldoon.
COUNCIL: Hailey Morton Levinson, Jim Stanford, Arne Jorgensen, and Jonathan Schechter.
STAFF: Larry Pardee, Roxanne Robinson, Tyler Sinclair, Lea Colasuonno, Todd Smith, Roger Schultz, Paul Anthony, Floren Poliseo, Johnny Ziem, Brian Lenz, Carl Pelletier, and Sandy Birdyshaw.

Mayor Muldoon recognized Arne Jorgensen who voiced deep appreciation to all the interagency teams including Town staff who responded to, and contributed to fighting the Saddle Butte fire.

Public Comment. None.

Consent Calendar. A motion was made by Hailey Morton Levinson and seconded by Jonathan Schechter to approve the consent calendar including items A-J as presented with the following motions.

- A. **Meeting Minutes.** To approve the meeting minutes as presented for the August 19, 2019 workshop and regular meeting.
- B. **Disbursements.** To approve the disbursements as presented. Ace Hardware \$720.27; Jorgensen Associates, Pc \$28,943.18; Napa Auto Parts Inc. \$2,297.50; Ross Concrete Const Llc \$810.90; Western Municipal Const \$277,211.60; Wind River Partners, Llc \$12,000.00; Ace Hardware \$542.77; Advanced Concrete Solutions \$6,048.00; Advanced Glass Trim, Llc \$550.00; Airgas Usa, Llc \$336.58; Alphagraphics Bozeman \$433.39; Amazon Captial Services \$3,789.96; Animal Care Clinic Of Jackson \$30.00; Architectural Building Supply \$231.26; At&T \$1,561.39; Bradley Engineering/Chartered \$624.00; Buckrail, Llc \$375.00; C & A Professional Cleaning Serv Llc \$9,743.60; Carquest Auto Parts Inc. \$46.60; Caselle Inc. \$3,600.00; Cash \$161.48; Casper Star Tribune \$524.00; Cdw-Government \$4,200.00; Centurylink \$1,930.59; Chargepoint, Inc \$4,632.00; Charter \$1,655.11; City Of Driggs \$6,413.02; Control System Technology, Inc. \$3,385.00; Convergeone, Inc \$6,914.50; Core & Main Lp \$185.63; Creative Energies, Llc \$2,887.35; Crystal Creek Capial \$99,286.25; Cummins Rocky Mountain Llc \$929.19; Curtis Blue Line \$600.00; Davidson Olivia \$450.00; Dean's Pest Controll Llc \$245.00; Delcon Inc \$1,731.47; E.R. Office Express \$188.07; Employers Council Services \$5,800.00; Energy 1 \$274.04; Energy Laboratories Inc. \$620.00; Evans Construction Inc \$1,113.75; Fitzgerald, Todd \$994.50; Fleetpride \$1,365.61; Flowpoint Environmental Systems \$15,437.99; Freedom Services \$419.00; Friends Of Pathways \$2,522.00; Fulcrum Contracting \$26,777.03; Galls Inc. \$624.49; Garmin Usa \$64.95; Geittmann Larson Swift Llp \$10,305.00; Gillig Llc \$7,149.74; Gm Sheet Metal Llc \$1,003.60; H&R Enterprises \$700.83; Harrison, William \$1,240.00; Bruce Hayse, Md \$180.00; Hd Fowler Company \$3,127.12; Hernandez, Abelina \$120.00; High Country Linen \$2,008.35; Hurst, Ron \$250.00; Idaho Falls Peterbilt \$2,301.17; International Municipal Lawyers Assoc. \$480.00; Interstate Battery \$1,041.55; Interwest Supply Company \$302.00; Jack's Tire & Oil, Inc. \$5,438.43; Jackson Curbside Inc. \$550.00; Jackson Hole Law, Pc \$1,501.25; Jackson Hole News & Guide \$5,089.06; Jackson Lumber Inc \$1,007.08; Jacobson, Thomas L \$180.00; Jh20 Water Conditioning & Filtration \$83.00; Kellerstrass Enterprises, Inc \$23,223.33; Kenworth Sales Company Dept #1 \$460.88; Kimley Horn \$8,467.50; Lacal Equipment, Inc \$164.52; Leigh, Christopher S. \$375.00; Lower Valley Energy Inc \$3,600.00; Md Nursery & Landscaping Inc \$877.50; Msc Industrial Supply Co \$380.11; Napa Auto Parts Inc. \$999.13; National Association Of Clean Water Agnc \$750.00; Naturescape Designs \$1,571.00; Partsmaster \$83.17; Pcm \$110.24; Power Engineering Co, Inc \$376.70; Premier Powder Coating & Fabrication Llc \$15,350.00; Premier Truck- Salt Lake City \$5,574.45; Rector, James \$2,783.96; Reliable Logistic Services Of Utah \$21.47; Ron's Towing \$350.00; Ross Concrete Const Llc \$450.00; Rui Inc. DbA Village Gardner \$1,907.62; Ruschill, Russell \$2,958.75; Schaeffer Mfg. Co \$1,264.45; Servpro Of Idaho Falls \$15,298.11; Sherwin-Williams Co. \$579.60; Sign It Now Inc \$1,603.42; Silliman, Jeff \$30.71; Silverstar \$2,309.07; Todd G. Smith \$1,128.80; Snake River Roasting \$198.65; Stolle, Ana \$1,500.00; Sunrise Environmental \$129.28; Swagit Productions, Llc \$1,775.00; Teti, Agatha \$79.97; Teton County Public Health \$60.00; Teton County Transfer Station \$285.00; Teton County Weed & Pest \$11,700.00; Teton Motors Inc \$96.68; Teton Tools Llc \$861.95; The Aftermarket Parts Company, Llc \$272.67; Thomson West \$1,240.21; Timber Ridge Academy \$12,337.50; Uhl, Angie \$715.50; Ups \$20.34; Verizon Wireless \$7,005.37; Water Werks, Inc \$360.30; Westbank Sanitation \$680.51; Western States Equip Company \$4,410.45; Winter & Company \$22,435.00; Wydot \$4.00; Wyoming Conf Of Bldg Officials \$100.00; Wyoming Glass Works \$50.00;

Wyoming.Com Inc \$10.00; Xerox Corporation \$428.45; Yellow Iron Excavation, Llc \$324.00; Zuercher Technologies \$360.00.

- C. **Special Event: Farm to Fork.** To approve the special event application submitted by Central Wyoming College and Slow Foods of the Tetons, to reserve approximately 10 parking spaces on S. Cache Street in front of the Center Park Lawn on Saturday, October 5, 2019 from 8:00 A.M. until 5:00 P.M.
- D. **Temporary Sign Permit: Western Design Conference (P19-202).** To approve the temporary banner in conjunction with the Western Design Conference subject to three (3) conditions of approval.
- E. **Temporary Sign Permit: Shervin's Tire Sale (P19-207).** To approve the temporary banner in conjunction with Shervin's Oil subject to three (3) conditions of approval.
- F. **Malt Beverage Permit for Jackson Fireman's Ball.** To approve the issuance of a malt beverage permit to the Jackson Fire Association for the Fireman's Ball on September 31, 2019 as presented, subject to the conditions and restrictions listed in the staff report.
- G. **Equipment Purchase from SourceWell for a 938M Wheel Loader.** To approve the purchase of a 938M Wheel Loader in the amount of \$214,944.51.
- H. **Equipment Purchase from SourceWell for a Regenerative Street Sweeper.** To approve the purchase of a Regenerative Street Sweeper in the amount of \$261,744.00.
- I. **Public Engagement Contract for Hansen Avenue Sidewalk.** To approve the Contract for Hansen Avenue Sidewalk Public Engagement with Three Elephant Public Relations of Jackson, WY in the amount of \$15,000.00 and upon legal approval authorize the mayor to execute all necessary contract Agreements.
- J. **Downtown Trishaw Parking Locations.** To approve the request for trishaw parking as proposed for senior mobility purposes and authorize staff to install trishaw parking spaces where recommended near the Town Square, with minor deviations as required by the Chief of Police or Town Attorney.

Mayor Muldoon called for the vote. The vote showed all in favor and the motion carried.

American Legion Imagery for Veterans Monument. Mayor Muldoon recused himself from this item and left the meeting. Vice-Mayor Morton Levinson became the presiding officer. Larry Pardee made staff comment. Greg McCoy made comment on behalf of the American Legion. Carrie Geraci of Jackson Hole Public Art made comment.

A motion was made by Arne Jorgensen and seconded by Hailey Morton Levinson to approve the images presented today which depict human moments as permanent etchings on the Veterans Monument located in Town Square, staff was directed to explore the possibility of adding a second image to each panel, depicting the visual image of the Town of Jackson during that particular war to compliment the war imagery photo, and to bring the design back to Council no later than Monday, September 16th. Vice-Mayor Morton Levinson called for the vote. The vote showed 3-1 in favor with Stanford opposed. The motion carried with Muldoon recused. Mayor Muldoon rejoined the meeting.

Transfer Resort Liquor License from All Suite Development to ACP LJH 80 Scott Holdings LLC. Sandy Birdyshaw made staff comment. The Mayor opened a public hearing to hear protest against the transfer of this liquor license. There were none. The Mayor closed the public hearing.

A motion was made by Hailey Morton Levinson and seconded by Jonathan Schechter to approve the application to transfer the ownership of the resort liquor license held by All Suite Development to ACP LJH 80 Scott Holdings LLC doing business as The Lodge at Jackson Hole at 80 Scott Lane for the remaining license year ending 3/31/2020, subject to the conditions listed in the staff report and further direct the Town Clerk to issue the license upon confirmation that those conditions of approval have been met.

1. Prior to license issuance, the applicant shall obtain all required permits and approvals from all applicable Town/County departments.
2. Any additional minor corrections deemed necessary by staff and the Wyoming Liquor Division.

3. The effective date of this transfer is to be the same date the property sale closes, on or about October 1, 2019.
4. ACP LJH 80 Scott Holdings LLC will be registered with the Wyoming Secretary of State's office prior to issuance of this license.

Mayor Muldoon called for the vote. The vote showed all in favor and the motion carried.

Item P19-146: Development Plan for 725 Cache Creek Drive. Tyler Valentine made staff comment.

Based upon the findings for a Development Plan as presented in the staff report and by the applicant 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 P19-146, a motion was made by Hailey Morton Levinson and seconded by Jonathan Schechter to make findings 1-6 as set forth in Section 8.3.2.C (Development Plan) of the Land Development Regulations to approve a lot split for the property addressed at 725 Cache Creek Drive subject to the Land Development Regulations, the departmental reviews attached hereto and the following conditions 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 the plat, the applicant shall demolish all structures on the northern lot.

Mayor Muldoon called for the vote. The vote showed all in favor and the motion carried.

Item P19-187: Text Amendment to LDR 8.10 Duties & Responsibilities of Town bodies and staff. A motion was made by Hailey Morton Levinson and seconded by Jonathan Schechter to continue this item to the October 7, 2019 regular meeting. Mayor Muldoon called for the vote. The vote showed all in favor and the motion carried.

Ordinances. A motion was made by Hailey Morton Levinson and seconded by Jonathan Schechter to read ordinances in the short tile Mayor Muldoon called for the vote. The vote showed all in favor and the motion carried.

**Ordinance G: An Ordinance Amending and Reenacting the Town of Jackson
Official Zoning Map to change zoning at 135 E Broadway to Downtown Core.**

AN ORDINANCE AMENDING AND REENACTING SECTION 2 OF TOWN OF JACKSON ORDINANCE NO. 1074 (PART) AND AMENDING THE TOWN OF JACKSON OFFICIAL ZONING DISTRICT MAP TO CHANGE A PORTION OF THE CURRENT ZONING DESIGNATION OF 1.38 ACRES OF LAND ADDRESSED AS 135 EAST BROADWAY AVENUE AND CURRENTLY ZONED URBAN COMMERCIAL (UC) TO DOWNTOWN CORE (DC) (P19-105); AND ESTABLISHING AN EFFECTIVE DATE.

BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF JACKSON, WYOMING, IN REGULAR SESSION DULY ASSEMBLED THAT

A motion was made by Hailey Morton Levinson and seconded by Arne Jorgensen to approve G at third reading and designate it Ordinance 1239. Mayor Muldoon called for the vote. The vote showed all in favor and the motion carried.

**Ordinance H: An Ordinance Amending and Reenacting the Town of Jackson
Official Zoning Map to change zoning at 175 E Broadway Avenue to Downtown Core.**

AN ORDINANCE AMENDING AND REENACTING SECTION 2 OF TOWN OF JACKSON ORDINANCE NO. 1074 (PART) AND AMENDING THE TOWN OF JACKSON OFFICIAL ZONING DISTRICT MAP TO CHANGE A PORTION OF THE CURRENT ZONING DESIGNATION OF 0.46 ACRES OF LAND ADDRESSED AS 175 EAST BROADWAY AVENUE AND CURRENTLY ZONED URBAN COMMERCIAL (UC) TO DOWNTOWN CORE (DC) (P19-107); AND ESTABLISHING AN EFFECTIVE DATE.

BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF JACKSON, WYOMING, IN REGULAR SESSION DULY ASSEMBLED THAT:

A motion was made by Hailey Morton Levinson and seconded by Arne Jorgensen to approve H at third reading and designate it Ordinance 1240. Mayor Muldoon called for the vote. The vote showed all in favor and the motion carried.

Ordinance I: An Ordinance Amending and Reenacting the Town of Jackson Official Zoning Map to change zoning at 105 E Broadway Avenue to Downtown Core.

AN ORDINANCE AMENDING AND REENACTING SECTION 2 OF TOWN OF JACKSON ORDINANCE NO. 1074 (PART) AND AMENDING THE TOWN OF JACKSON OFFICIAL ZONING DISTRICT MAP TO CHANGE THE CURRENT ZONING DESIGNATION OF 0.167 ACRES OF LAND ADDRESSED AS 105 EAST BROADWAY AVENUE AND CURRENTLY ZONED URBAN COMMERCIAL (UC) TO DOWNTOWN CORE (DC) (P19-114); AND ESTABLISHING AN EFFECTIVE DATE.

BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF JACKSON, WYOMING, IN REGULAR SESSION DULY ASSEMBLED THAT:

A motion was made by Hailey Morton Levinson and seconded by Arne Jorgensen to approve I at third reading and designate it Ordinance 1241. Mayor Muldoon called for the vote. The vote showed all in favor and the motion carried.

Ordinance J: An Ordinance Amending and Reenacting the Town of Jackson Municipal Code Title 16 Regarding Housing Rules & Regulations

AN ORDINANCE AMENDING AND REENACTING SECTION 1 OF TOWN OF JACKSON ORDINANCE NO. 1195 AND SECTION 16.10 OF THE MUNICIPAL CODE OF THE TOWN OF JACKSON REGARDING HOUSING RULES AND REGULATIONS; AND PROVIDING FOR AN EFFECTIVE DATE.

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF JACKSON, WYOMING, IN REGULAR SESSION DULY ASSEMBLED THAT:

A motion was made by Hailey Morton Levinson and seconded by Jonathan Schechter to approve Ordinance J at second reading. Mayor Muldoon called for the vote. The vote showed all in favor and the motion carried.

Matters from Mayor and Council.

Certification of Compliance for an Annexation Petition from Monroe Partners Old West LLC and Setting the Hearing Date. Sandy Birdyshaw made staff comment.

A motion was made by Hailey Morton Levinson and seconded by Arne Jorgensen to set a public hearing on November 18, 2019. Mayor Muldoon called for the vote. The vote showed all in favor and the motion carried.

Authorize Travel for upcoming conferences. A motion was made by Hailey Morton Levinson and seconded by Jonathan Schechter to authorize travel for any council member wishing to attend the C40 World Mayors Summit on October 9-12 in Copenhagen, NLC-National League of Cities City Summit Annual Conference on November 20-23 in San Antonio, and to a National Park Conservation Association Summit on October 29-30 in Helena, Montana. Mayor Muldoon called for the vote. The vote showed all in favor and the motion carried.

Town Manager's Report. A motion was made by Jim Stanford and seconded by Hailey Morton Levinson to accept the Town Manager's Report into the record. The Town Manager's Report contained an update on employee housing for the upcoming winter season. Mayor Muldoon called for the vote. The vote showed all in favor and the motion carried.

2019 Council Priorities – Predictable Funding of Local Government Framework. *This item was continued from the September 3, 2019 workshop.* Tyler Sinclair made staff comment and presented language for this goal "To establish a framework for the future funding of local government with diversified, and sustainable funding sources, aligned with the desired community core services (potholes) and priorities (program and potential) identified in the Comprehensive Plan in order to meet the changing needs of the community, and the economy of the 21st Century." The Council discussed further revisions to the language, consistent funding, identifying expenditures and how they change over the years, matching sources of funding with expenditures, incorporating extra council meetings to

get through discussion, memorializing the final framework in a resolution, different manners of public engagement, and scope of work from Peak Facilitation.

A motion was made by Hailey Morton Levinson and seconded by Pete Muldoon to direct staff to proceed with the Predictable Funding of Local Government Framework as described in this staff report and as discussed by Council tonight. Mayor Muldoon called for the vote. The vote showed all in favor and the motion carried.

Adjourn. A motion was made by Jim Stanford and seconded by Hailey Morton Levinson to adjourn the meeting. Mayor Muldoon called for the vote. The vote showed all in favor and the motion carried. The meeting adjourned at 7:42 p.m. minutes:spb

TOWN OF JACKSON

ATTEST:

Pete Muldoon, Mayor

Sandra P. Birdyshaw, Town Clerk

Published JH News & Guide: September 11, 2019

Report Criteria:

Detail report.

Invoices with totals above \$0 included.

Paid and unpaid invoices included.

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
6430	1000BULBS.COM	WO1788795	LED STRIP LIGHT FIXTURE WIT	09/05/2019	594.14	.00	
Total 6430:					594.14	.00	
328	842-NCBERS GROUP WYOMIN	842092019	PAYROLL DEDUCTIONS	08/14/2019	56.00	56.00	09/09/2019
Total 328:					56.00	56.00	
51	ACE HARDWARE	661942	P PH MA	07/18/2019	4.59	4.59	08/29/2019
51	ACE HARDWARE	665709	ROD HRSTL PLAIN	08/14/2019	33.95	33.95	08/29/2019
51	ACE HARDWARE	665950	SPRYPNT BLK , ROTARY TOOL	08/16/2019	108.94	108.94	08/29/2019
51	ACE HARDWARE	667467	MARK PAINT IC SB FLR GRN	08/27/2019	6.99	.00	
51	ACE HARDWARE	667766	BATTTRY ALKLN DURA AA CD4	08/29/2019	6.99	.00	
51	ACE HARDWARE	667811	DUCK TAPE WHITE	08/29/2019	6.99	.00	
51	ACE HARDWARE	667932	ANGLER BROOM DUSTPAN SE	08/30/2019	50.88	.00	
51	ACE HARDWARE	668173	BATTERY WATCH, CARGO STR	09/02/2019	23.47	.00	
51	ACE HARDWARE	668239	BYPASS LOPPER POWR-LEVE	09/03/2019	34.99	.00	
51	ACE HARDWARE	668240	HOOK CLEVIS GRAB & SLIP	09/03/2019	18.98	.00	
51	ACE HARDWARE	668247	MARKING PAINT PL WHITE, UTI	09/03/2019	71.91	.00	
51	ACE HARDWARE	668381	MARKING PNT PL FLR PINK	09/04/2019	27.96	.00	
51	ACE HARDWARE	668405	MARKER 1500C KING SZ BLK, T	09/04/2019	19.97	.00	
51	ACE HARDWARE	668449	PADLOCK COMB 2-1/4" RESET	09/04/2019	43.98	.00	
51	ACE HARDWARE	668513	12X1 HEX HD SD	09/05/2019	6.49	.00	
51	ACE HARDWARE	668553	GOTILLA TAPE BLK, BLADE JIG	09/05/2019	19.98	.00	
51	ACE HARDWARE	668618	BIT DRILL	09/05/2019	16.26	.00	
51	ACE HARDWARE	668711	CREDIT: RETURN MAGUM LOC	09/06/2019	26.99-	.00	
51	ACE HARDWARE	669006	EYEBOLT W/NUT 1/2"X4"	09/09/2019	4.99	.00	
51	ACE HARDWARE	669223	BLADE SAWZALL, SAWZALL BL	09/10/2019	44.98	.00	
Total 51:					526.30	147.48	
78	A-CORE OF IDAHO INC.	290365	6" DEEP FLUSH CUT CONCRET	08/30/2019	250.00	.00	
78	A-CORE OF IDAHO INC.	290365	12" DEEP CONCRETE HOLES	08/30/2019	625.00	.00	
Total 78:					875.00	.00	
3596	ADVANCED GLASS TRIM, LLC	24924	WINDSHIELD #620- 2013 CHEV	07/09/2017	240.00	240.00	08/29/2019
3596	ADVANCED GLASS TRIM, LLC	25030	WINDSHIELD # 1440- 2017 CHE	07/25/2019	310.00	310.00	08/29/2019
3596	ADVANCED GLASS TRIM, LLC	25072	WINDSHIELD #2009- 2009 CHEV	07/31/2019	240.00	.00	
3596	ADVANCED GLASS TRIM, LLC	25133	WINDSHIELD #1549- 2005 CHEV	08/13/2019	240.00	.00	
Total 3596:					1,030.00	550.00	
4730	ADVANCED PUMP & EQUIPME	9271	TROUBLESHOOT ELE, FUSE IS	09/06/2019	1,567.20	.00	
Total 4730:					1,567.20	.00	
2269	AFLAC	137372	ACCOUNT #y9599	08/25/2019	2,958.42	2,958.42	09/09/2019
Total 2269:					2,958.42	2,958.42	
88	AIRGAS INTERMOUNTAIN INC.	9091785621	FCSHD CRWN BLK W/RTCHT H	08/09/2019	48.05	48.05	08/29/2019
88	AIRGAS INTERMOUNTAIN INC.	9091941177	OXYGEN INDUSTRIAL, ACETYL	08/13/2019	288.53	288.53	08/29/2019

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
88	AIRGAS INTERMOUNTAIN INC.	9964643713	RENT CYL IND LARGE ACETYL	08/31/2019	108.48	.00	
Total 88:					445.06	336.58	
2213	ALPHAGRAPHICS BOZEMAN	17308011	BUS SIGNAGE	08/29/2019	453.36	.00	
2213	ALPHAGRAPHICS BOZEMAN	17572011	NO PARKING SIGNS (400)	08/29/2019	567.87	.00	
Total 2213:					1,021.23	.00	
5726	AMAZON	1XGD-MHW9-	TONER	08/23/2019	3,789.96	3,789.96	08/29/2019
Total 5726:					3,789.96	3,789.96	
463	ANIMAL CARE CLINIC OF JACK	625943247	RABIES	06/05/2019	15.00	15.00	08/29/2019
463	ANIMAL CARE CLINIC OF JACK	625943412	RABIES	06/11/2019	15.00	15.00	08/29/2019
Total 463:					30.00	30.00	
1783	AT&T	287259163099	MONTHLY CHARGES	08/16/2019	1,220.48	1,220.48	08/29/2019
1783	AT&T	287272169264	MONTHLY CHARGES	08/20/2019	89.03	89.03	08/29/2019
1783	AT&T	287279795460	MONTHLY CHARGES	08/11/2019	251.88	251.88	08/29/2019
Total 1783:					1,561.39	1,561.39	
4920	BEST BEST & KRIEGER	857066	PROFESSIONAL SERVICE JULY	08/28/2019	985.50	.00	
Total 4920:					985.50	.00	
4774	BIG R RANCH & HOME	1397394	NOZZLE BRASS 2", NOZZLE 4"	08/05/2019	12.98	.00	
4774	BIG R RANCH & HOME	1399807	NUTS & BOLTS WASHERS	08/09/2019	5.96	.00	
4774	BIG R RANCH & HOME	1399996	FG ANCHOR SHACLE, QUICK LI	08/20/2019	31.74	.00	
Total 4774:					50.68	.00	
1560	BLUE SPRUCE CLEANERS,INC	090119	DRY CLEANING	09/01/2019	650.90	.00	
Total 1560:					650.90	.00	
2850	BMV LLC	3163	SHIPPING- WATER SAMPLES	09/03/2019	59.26	.00	
Total 2850:					59.26	.00	
6508	BROOKS, ANGELA	090319	RESTITUTION CASE 18-12-0004	09/03/2019	400.00	400.00	09/03/2019
Total 6508:					400.00	400.00	
4473	BROWER PSYCHOLOGICAL SE	1642	EVALUATIONS	08/26/2019	325.00	.00	
Total 4473:					325.00	.00	
6156	BUCKRAIL, LLC	2084	MEMBERSHIP SUBSCRIPTION	08/29/2019	375.00	375.00	08/29/2019
Total 6156:					375.00	375.00	
5	CARQUEST AUTO PARTS INC.	6090-440064	PAINTED ROTOR, BRAKE PAD	07/02/2019	161.33	.00	
5	CARQUEST AUTO PARTS INC.	6090-442243	BRAKE PAD SET PLAT CERAMI	07/17/2019	46.60	46.60	08/29/2019
5	CARQUEST AUTO PARTS INC.	6090-444604	BRAKE PAD SET PLAT CERAMI	08/01/2019	46.60	.00	
5	CARQUEST AUTO PARTS INC.	6090-444767	BRAKE PAD SET, PAINTED ROT	08/02/2019	211.54	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
5	CARQUEST AUTO PARTS INC.	6090-445349	PAINTED ROTOR, BRAKE PAD	08/06/2019	314.04	.00	
5	CARQUEST AUTO PARTS INC.	6090-445350	CREDIT: RETRUN BRAKE PAD	08/06/2019	48.50-	.00	
5	CARQUEST AUTO PARTS INC.	6090-445574	ALTERNATOR RMFD	08/07/2019	.00	.00	
5	CARQUEST AUTO PARTS INC.	6090-446223	WASHER PUMP	08/12/2019	25.98	.00	
5	CARQUEST AUTO PARTS INC.	6090-448107	FAST ACCESS CAR OPEN	08/24/2019	239.56	.00	
Total 5:					997.15	46.60	
102	CASELLE INC.	95348	CONTRACT SUPPORT	06/01/2019	1,800.00	1,800.00	08/29/2019
102	CASELLE INC.	96586	CONTRACT SUPPORT	08/01/2019	1,800.00	1,800.00	08/29/2019
102	CASELLE INC.	97160	CONTRACT SUPPORT	09/01/2019	1,800.00	.00	
Total 102:					5,400.00	3,600.00	
5738	CASPER STAR TRIBUNE	082719	POLICE OFFICER ADS	08/27/2019	524.00	524.00	08/29/2019
5738	CASPER STAR TRIBUNE	083019	POLICE OFFICER AD	08/30/2019	519.50	.00	
5738	CASPER STAR TRIBUNE	58075-1	POLICE OFFICE AD	09/01/2019	519.50	.00	
Total 5738:					1,563.00	524.00	
2876	CAST	1312	CAST DINNER IN FRISCO	08/30/2019	55.00	.00	
2876	CAST	1312	CAST DINNER IN FRISCO	08/30/2019	55.00	.00	
Total 2876:					110.00	.00	
447	CDW-GOVERNMENT	ZR00098167	MIMICAST RECURRING	07/30/2019	4,200.00	4,200.00	08/29/2019
Total 447:					4,200.00	4,200.00	
544	CENTURYLINK	1475031341	307-733-3932	08/19/2019	213.58	.00	
544	CENTURYLINK	307-733-3106	307-733-3106	08/13/2019	37.26	37.26	08/29/2019
544	CENTURYLINK	P-307-111-505	307-111-5050	08/07/2019	1,893.33	1,893.33	08/29/2019
Total 544:					2,144.17	1,930.59	
3961	CHARTER	002091808081	MONTHLY SERVICES	08/08/2019	1,617.03	1,617.03	08/29/2019
3961	CHARTER	030285207271	MONTHLY SERVICES	07/27/2019	38.08	38.08	08/29/2019
3961	CHARTER	030285208271	MONTHLY SERVICES	08/27/2019	84.99	.00	
Total 3961:					1,740.10	1,655.11	
5967	CITY OF DRIGGS	BBSTART2019	BUS BARN RENT SEPT 2019	08/27/2019	1,606.00	.00	
Total 5967:					1,606.00	.00	
4292	Commercial Tire-ID Falls	118619	LT245/75R16 DISC AT3 LT 116R	06/19/2019	880.96	.00	
Total 4292:					880.96	.00	
260	COMMUNITY SAFETY NETWORK	083119	CONTRACT	08/31/2019	11,000.00	.00	
Total 260:					11,000.00	.00	
4887	CONTROL SYSTEM TECHNOLO	9386	PO#: WELL 5: CONTROL SERVI	09/03/2019	10,860.50	.00	
4887	CONTROL SYSTEM TECHNOLO	9387	PO#: WW COLLECTIONS: CONT	09/03/2019	625.00	.00	
4887	CONTROL SYSTEM TECHNOLO	9388	PO# WWTP: CONTROL SERVIC	09/03/2019	692.50	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total 4887:					12,178.00	.00	
6475	CONVERGEONE, INC	2144187	VT CLOUD RUBRIK	07/30/2019	6,914.50	6,914.50	08/29/2019
6475	CONVERGEONE, INC	2197939	HOSTED SERVICES	08/30/2019	7,317.75	.00	
Total 6475:					14,232.25	6,914.50	
5085	CORNFORTH CONSULTANTS, I	11789	WEST BROADWAY SLIDE	08/12/2019	121.00	.00	
Total 5085:					121.00	.00	
6509	COWBOY VILLAGE RESORT	090319	RELEASE BOND FOR BACK FL	09/03/2019	3,000.00	3,000.00	09/04/2019
6509	COWBOY VILLAGE RESORT	090319	RELEASE BOND SITE GRADING	09/03/2019	5,000.00	5,000.00	09/04/2019
Total 6509:					8,000.00	8,000.00	
611	CUMMINS ROCKY MOUNTAIN L	59-5689	ETR CNT MDL WRG HARNESS	08/21/2019	929.19	929.19	08/29/2019
Total 611:					929.19	929.19	
58	CURRAN-SEELEY FOUNDATIO	083119	1ST QUARTER	08/31/2019	12,062.50	.00	
Total 58:					12,062.50	.00	
6489	D & R DRYWALL, LLC	140	SHEETROCK, HOT MUD, HI-LIT	09/05/2019	2,698.38	.00	
Total 6489:					2,698.38	.00	
6124	DAVID STUBBS	091119	SPET PHOTO SHOOT	09/11/2019	1,750.00	.00	
Total 6124:					1,750.00	.00	
6503	DAVIDSON OLIVIA	082719	EMERGENCY ASSISTANCE	08/27/2019	450.00	450.00	08/29/2019
Total 6503:					450.00	450.00	
4918	DEAN'S PEST CONTROLL LLC	45150	SMALL RODENT CONTROL @ P	08/20/2019	45.00	.00	
4918	DEAN'S PEST CONTROLL LLC	45201	SMALL RODENT CONTROL @ S	08/06/2019	100.00	.00	
Total 4918:					145.00	.00	
708	DELTA DENTAL PLAN OF WYO	073119	JULY CLAIMS	07/31/2019	6,444.80	6,444.80	09/09/2019
708	DELTA DENTAL PLAN OF WYO	081519	SEPTEMBER PREMIUM	08/15/2019	603.20	603.20	09/09/2019
708	DELTA DENTAL PLAN OF WYO	083019	AUGUST CLAIMS	08/30/2019	8,870.40	8,870.40	09/09/2019
Total 708:					15,918.40	15,918.40	
2175	DIVISION OF VICTIM SERVICES	090319	Crime Victim Surcharge 18-04-02	09/03/2019	200.00	.00	
Total 2175:					200.00	.00	
3408	E.R. OFFICE EXPRESS	13272	PAPER	07/22/2019	79.99	.00	
3408	E.R. OFFICE EXPRESS	13665	PAPER	09/06/2019	94.39	.00	
Total 3408:					174.38	.00	
6451	ELITE PARTS	S16812	GAUGE HI-VAC ALTERNATOR P	09/03/2019	202.12	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total 6451:					202.12	.00	
721	EMERG + A + CARE	944001231	WORK EXAM	08/12/2019	251.00	.00	
Total 721:					251.00	.00	
2380	EMPLOYERS COUNCIL SERVIC	0000304941	MEMBERSHIP DUES	08/12/2019	5,800.00	5,800.00	08/29/2019
Total 2380:					5,800.00	5,800.00	
6092	ENERGY 1	29077	PROJ: TOJ ICE ARENA SERVIC	08/29/2019	282.98	.00	
Total 6092:					282.98	.00	
1134	ENERGY LABORATORIES INC.	217163	INFLUENT, CELL 1, 3A, 3B2, 4D,	02/27/2019	302.00	.00	
1134	ENERGY LABORATORIES INC.	236447	INFLUENT, EFFLUENT	05/30/2019	114.00	.00	
1134	ENERGY LABORATORIES INC.	239491	ANALUSIS PARAMETER @ WEL	06/12/2019	139.00	.00	
1134	ENERGY LABORATORIES INC.	259682	INFLUENT, EFFLUENT, 3A, BEF	09/03/2019	145.00	.00	
1134	ENERGY LABORATORIES INC.	260055	INFLUENT, EFFLUENT	09/05/2019	114.00	.00	
Total 1134:					814.00	.00	
81	EVANS CONSTRUCTION INC	20-01 #1	PROJ: 20-01- 2019 CHIP SEAL=	08/26/2019	100,476.00	.00	
Total 81:					100,476.00	.00	
4709	FLEETPRIDE	33339509	ALUMINUM MANIFOLD	08/13/2019	115.99	115.99	08/29/2019
4709	FLEETPRIDE	33494910	TIEROD LH & RH, FRT	08/14/2019	159.14	159.14	08/29/2019
4709	FLEETPRIDE	33605843	PADKIT, IN FRT	08/15/2019	1,090.48	1,090.48	08/29/2019
4709	FLEETPRIDE	34367048	R-14 VALVE MAINTENANCE KIT	08/27/2019	63.46	.00	
4709	FLEETPRIDE	34839750	D-2 GOVERNOR REMAN	09/03/2019	19.94	.00	
Total 4709:					1,449.01	1,365.61	
4777	FLYNN IRRIGATION, INC.	7509	PROJ: REDEEMER LUTHERAN	08/26/2019	876.50	.00	
Total 4777:					876.50	.00	
668	FREEDOM MAILING SERVICE I	36666	UTILITY BILLING	09/06/2019	906.40	.00	
668	FREEDOM MAILING SERVICE I	36666	UTILITY BILLING	09/06/2019	906.40	.00	
Total 668:					1,812.80	.00	
3521	FRIENDS OF PATHWAYS	1175	START BIKE AUGUST	08/31/2019	7,816.00	.00	
3521	FRIENDS OF PATHWAYS	1180	cache creek ped bridge	06/30/2019	2,522.00	2,522.00	08/29/2019
Total 3521:					10,338.00	2,522.00	
6499	FULCRUM CONTRACTING	888	BUILD TIRE SHED @ PW- CARP	09/04/2019	2,975.23	.00	
Total 6499:					2,975.23	.00	
1022	GALLS INC.	013292676	UNIFORM	07/26/2019	72.70	72.70	08/29/2019
1022	GALLS INC.	013350213	PATROL SHIRT	08/02/2019	145.41	145.41	08/29/2019
1022	GALLS INC.	013374529	PATROL UNIFORM	08/06/2019	290.87	290.87	08/29/2019
1022	GALLS INC.	013374567	PATROL UNIFORM	08/06/2019	72.71	72.71	08/29/2019
1022	GALLS INC.	013377751	BRASS NAMEPLATE	08/06/2019	42.80	42.80	08/29/2019

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
1022	GALLS INC.	013454534	UNIFORM	08/15/2019	32.71	.00	
1022	GALLS INC.	013526987	BRASS NAMEPLATE	08/23/2019	23.90	.00	
Total 1022:					681.10	624.49	
6126	GARMIN USA	DL13241530	MONTHLY SERVICES	08/27/2019	64.95	64.95	08/29/2019
Total 6126:					64.95	64.95	
6464	GEITTMANN LARSON SWIFT LL	7997	EASEMENT	08/12/2019	10,305.00	10,305.00	08/29/2019
Total 6464:					10,305.00	10,305.00	
4212	GILLIG LLC	40606548	VBAND CLAMP	08/01/2019	329.08	329.08	08/29/2019
4212	GILLIG LLC	40609969	DRIVER SLIDR WINDOW ASM	08/12/2019	2,032.66	2,032.66	08/29/2019
4212	GILLIG LLC	40611485	DUAL ELECTRIC HORN ASM	08/15/2019	87.74	87.74	08/29/2019
4212	GILLIG LLC	40611486	FAN CONTROL VALVE	08/15/2019	1,106.65	1,106.65	08/29/2019
4212	GILLIG LLC	40611938	OILYTE BUSHING, ARM BOLT,	08/16/2019	934.60	934.60	08/29/2019
4212	GILLIG LLC	40612856	FRONT AIR SPRING	08/20/2019	651.76	651.76	08/29/2019
4212	GILLIG LLC	40613279	HEIGHT CONTROL FILTER VAL	08/21/2019	117.19	117.19	08/29/2019
4212	GILLIG LLC	40613280	COMBUSTION AIR HEATER FA	08/21/2019	52.02	52.02	08/29/2019
4212	GILLIG LLC	40613681	CONTROL VALVE FAN	08/22/2019	1,144.72	1,144.72	08/29/2019
4212	GILLIG LLC	40614117	EQUALIZING ADJ BEAM, EQUA	08/23/2019	693.32	693.32	08/29/2019
4212	GILLIG LLC	40616831	POWER 5 AMP MODULE	09/03/2019	1,135.16	.00	
4212	GILLIG LLC	40618168	FRT AXLE STOP, RUBBER BUM	09/06/2019	285.34	.00	
4212	GILLIG LLC	40618169	RELINED BRAKE SHOES, SHO	09/06/2019	404.10	.00	
Total 4212:					8,974.34	7,149.74	
6120	Global Ties Wyoming	083019	CONTRACT	08/30/2019	5,000.00	.00	
Total 6120:					5,000.00	.00	
5009	GM SHEET METAL LLC	3437	PAINT LOCK	08/08/2019	501.80	.00	
Total 5009:					501.80	.00	
473	GREENWOOD MAPPING INC.	090219	JULY AND AUGUST SERVICES	09/02/2019	380.00	.00	
Total 473:					380.00	.00	
3879	GROSSENBACHER BROS, INC	47648	POLICE NOTBOOKS	08/27/2019	318.50	.00	
Total 3879:					318.50	.00	
6505	HARRISON, WILLIAM	082919	BAIL REFUND CASE 19-06-0394	08/29/2019	1,240.00	1,240.00	08/29/2019
Total 6505:					1,240.00	1,240.00	
415	HAYSE M.D., BRUCE	204018	REF# 204018- DOT PHYSICAL:	06/04/2019	90.00	90.00	08/29/2019
415	HAYSE M.D., BRUCE	204770	REF# 204770- DOT PHYSICAL:	07/23/2019	90.00	90.00	08/29/2019
415	HAYSE M.D., BRUCE	204811	DOT PHYSICALS	07/01/2019	90.00	.00	
Total 415:					270.00	180.00	
4988	HD FOWLER COMPANY	I5249533	TAPPING SLEEVE STAINLESS	08/17/2019	1,083.68	1,083.68	08/29/2019
4988	HD FOWLER COMPANY	I5263234	12" x 4" tapping sleeve stainless s	08/29/2019	1,390.04	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total 4988:					2,473.72	1,083.68	
6513	HESS, MELANIE ANN	090319	REPLACED DAMAGED SOD AN	09/03/2019	254.93	.00	
Total 6513:					254.93	.00	
96	HIGH COUNTRY LINEN	0146963	MATS @ SHELTER	08/14/2019	61.93	61.93	08/29/2019
96	HIGH COUNTRY LINEN	0147261	UNIFORMS: WATER	08/15/2019	29.09	.00	
96	HIGH COUNTRY LINEN	0147261	BUILDING MAINT @ PUBLIC W	08/15/2019	53.05	.00	
96	HIGH COUNTRY LINEN	0147261	UNIFORMS: WWTP	08/15/2019	24.25	.00	
96	HIGH COUNTRY LINEN	0147261	UNIFORMS: ADMIN	08/15/2019	9.70	.00	
96	HIGH COUNTRY LINEN	0147261	UNIFORMS: FLEET	08/15/2019	38.80	.00	
96	HIGH COUNTRY LINEN	0147261	UNIFORMS: STREET	08/15/2019	48.51	.00	
96	HIGH COUNTRY LINEN	0147261	UNIFORMS: SEWER	08/15/2019	19.40	.00	
96	HIGH COUNTRY LINEN	0148723	UNIFORMS: STREET	08/22/2019	50.93	.00	
96	HIGH COUNTRY LINEN	0148723	UNIFORMS: ADMIN	08/22/2019	9.70	.00	
96	HIGH COUNTRY LINEN	0148723	UNIFORMS: SEWER	08/22/2019	19.40	.00	
96	HIGH COUNTRY LINEN	0148723	UNIFORMS: WWTP	08/22/2019	24.25	.00	
96	HIGH COUNTRY LINEN	0148723	UNIFORMS: FLEET	08/22/2019	38.80	.00	
96	HIGH COUNTRY LINEN	0148723	BUILDING MAINT @ PUBLIC W	08/22/2019	20.00	.00	
96	HIGH COUNTRY LINEN	0148723	UNIFORMS: WATER	08/22/2019	26.67	.00	
96	HIGH COUNTRY LINEN	0149879	MATS @ SHELTER	08/28/2019	61.93	.00	
96	HIGH COUNTRY LINEN	0150144	UNIFORMS: FLEET	08/29/2019	38.80	.00	
96	HIGH COUNTRY LINEN	0150144	UNIFORMS: SEWER	08/29/2019	19.40	.00	
96	HIGH COUNTRY LINEN	0150144	BUILDING MAINT @ PUBLIC W	08/29/2019	53.05	.00	
96	HIGH COUNTRY LINEN	0150144	UNIFORMS: WATER	08/29/2019	29.09	.00	
96	HIGH COUNTRY LINEN	0150144	UNIFORMS: WWTP	08/29/2019	24.25	.00	
96	HIGH COUNTRY LINEN	0150144	UNIFORMS: ADMIN	08/29/2019	9.70	.00	
96	HIGH COUNTRY LINEN	0150144	UNIFORMS: STREET	08/29/2019	48.51	.00	
96	HIGH COUNTRY LINEN	0150849	BUILDING MAINT @ TOJ HOME	09/02/2019	7.50	.00	
96	HIGH COUNTRY LINEN	0151543	UNIFORMS: WWTP	09/05/2019	24.25	.00	
96	HIGH COUNTRY LINEN	0151543	UNIFORMS: WATER	09/05/2019	26.67	.00	
96	HIGH COUNTRY LINEN	0151543	UNIFORMS: ADMIN	09/05/2019	9.70	.00	
96	HIGH COUNTRY LINEN	0151543	UNIFORMS: STREET	09/05/2019	50.93	.00	
96	HIGH COUNTRY LINEN	0151543	BUILDING MAINT @ PUBLIC W	09/05/2019	20.00	.00	
96	HIGH COUNTRY LINEN	0151543	UNIFORMS: SEWER	09/05/2019	19.40	.00	
96	HIGH COUNTRY LINEN	0151543	UNIFORMS: FLEET	09/05/2019	38.80	.00	
96	HIGH COUNTRY LINEN	0152309	BUILDING MAINT @ TOJ HOME	09/09/2019	25.31	.00	
96	HIGH COUNTRY LINEN	0152549	TOWELS & SUPPLIES TOWN H	09/10/2019	215.50	.00	
96	HIGH COUNTRY LINEN	A0152009	BUILDING MAINT @ TOJ RESTR	09/06/2019	204.75	.00	
96	HIGH COUNTRY LINEN	S0147416	BUILDING MAINT @ TC REC DE	08/15/2019	240.24	240.24	08/29/2019
96	HIGH COUNTRY LINEN	S0147419	BUILDING MAINT @ TOJ RESTR	08/15/2019	329.00	329.00	08/29/2019
96	HIGH COUNTRY LINEN	S0147708	TOWELS & SUPPLIES TOWN H	08/16/2019	349.98	349.98	08/29/2019
96	HIGH COUNTRY LINEN	S0148643	BUILDING MAINT @ PUBLIC W	08/21/2019	62.50	.00	
96	HIGH COUNTRY LINEN	S0149150	BUILDING MAINT @ TOJ RESTR	08/23/2019	146.25	146.25	08/29/2019
96	HIGH COUNTRY LINEN	S0149151	BUILDING MAINT @ TC REC DE	08/23/2019	330.02	330.02	08/29/2019
96	HIGH COUNTRY LINEN	S0151449	BULDING GARAGE SUPPLIES	09/04/2019	144.15	.00	
Total 96:					3,004.16	1,457.42	
6455	HIRST APPLGATE, LLP	193721	LITIGATION TASTEBUDS VS TO	09/05/2019	1,852.61	.00	
Total 6455:					1,852.61	.00	
6041	HOLE FOOD RESCUE	083119	CONTRACT	08/31/2019	10,000.00	.00	
6041	HOLE FOOD RESCUE	090319	FY SOCIAL SERVICE GRANT	09/03/2019	10,000.00	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total 6041:					20,000.00	.00	
503	HUNT CONSTRUCTION INC	8841	ASPHALT PATCH @ RANGEVIE	08/26/2019	2,250.00	.00	
503	HUNT CONSTRUCTION INC	8841	ASPHALT PATCH @ RANGEVIE	08/26/2019	2,250.00	.00	
503	HUNT CONSTRUCTION INC	8859	ASPHALT PATCH SEAL @ VINE	08/29/2019	2,335.00	.00	
503	HUNT CONSTRUCTION INC	8860	ASPHALT SEAL @ HANSEN ST	08/29/2019	1,445.00	.00	
Total 503:					8,280.00	.00	
5937	HURST, RON	45146	REIMBURSTMENT FOR PRESC	08/09/2019	250.00	250.00	08/29/2019
Total 5937:					250.00	250.00	
4044	IDAHO FALLS PETERBILT	104780	EXHUAUST, ENV FEEM	08/02/2019	390.05	390.05	08/29/2019
4044	IDAHO FALLS PETERBILT	515982	DPF	08/12/2019	1,850.00	1,850.00	08/29/2019
4044	IDAHO FALLS PETERBILT	516208	2XL ORANGE NITRILE	08/13/2019	61.12	61.12	08/29/2019
Total 4044:					2,301.17	2,301.17	
36	IDAHO STATE TAX COMMISSIO	083019	AUGUST WITHHOLDINGS	08/30/2019	4,239.00	4,239.00	09/09/2019
Total 36:					4,239.00	4,239.00	
3634	IDENTI-KIT SOLUTIONS	106705	SOFTWARE ANNUAL LEASE	09/01/2019	408.00	.00	
Total 3634:					408.00	.00	
3407	INTERMOUNTAIN SWEEPER C	109519	SWITCH ENGINE RPM, FRT	08/21/2019	122.14	.00	
Total 3407:					122.14	.00	
5164	INTERNATIONAL MUNICIPAL LA	19972200	IMLA MEMBERSHIP	08/01/2019	480.00	480.00	08/29/2019
Total 5164:					480.00	480.00	
106	INTERSTATE BATTERY	22244495	(1) SRM-24	07/29/2019	89.95	89.95	08/29/2019
106	INTERSTATE BATTERY	22244576	(2) MTP-65HD, (3) SRM-24	08/05/2019	555.75	555.75	08/29/2019
106	INTERSTATE BATTERY	22244723	(2) MTP-65HD, (1) MTP-94R/H7	08/19/2019	395.85	395.85	08/29/2019
106	INTERSTATE BATTERY	22244724	CREDIT: (1) MTP-65HD	08/19/2019	142.95	142.95	08/29/2019
106	INTERSTATE BATTERY	22244803	(1) MTP-65HD	08/26/2019	142.95	142.95	08/29/2019
106	INTERSTATE BATTERY	22244881	(2) 8D-MHD, (1) MTP-65HD, (2) S	09/03/2019	855.70	.00	
106	INTERSTATE BATTERY	22244963	(4) GC2-ECL-UT, (1) MTP-48/H6,	09/09/2019	818.65	.00	
106	INTERSTATE BATTERY	22244964	CREDIT: (4) GC2-ECL-UT	09/09/2019	447.80	.00	
Total 106:					3,163.70	1,041.55	
110	INTERWEST SUPPLY COMPAN	IN0078316	PLOW BOLT, PLOW NUT	08/13/2019	302.00	302.00	08/29/2019
Total 110:					302.00	302.00	
1081	JACK'S TIRE & OIL	708791-37	ERS SERVICE, SNOPLUS, MTN/	04/16/2019	2,325.49	2,325.49	08/29/2019
1081	JACK'S TIRE & OIL	745210-37	12R22.5 MICHELIN XZE, LRH, 2	08/22/2019	3,112.94	3,112.94	08/29/2019
Total 1081:					5,438.43	5,438.43	
2877	JACKSON HOLE AIR	080119	ANNUAL CONTRACT	08/31/2019	15,000.00	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total 2877:					15,000.00	.00	
858	JACKSON HOLE COMMUNITY H	083019	CONTRACT PAYMENT	08/30/2019	6,250.00	.00	
Total 858:					6,250.00	.00	
6510	JACKSON HOLE FARMERS MA	090619	REFUND FEES - NON- PROFIT	09/06/2019	1,400.00	.00	
Total 6510:					1,400.00	.00	
6474	JACKSON HOLE LAW, PC	1112	MUNICIPAL PROSECUTION FO	08/29/2019	1,501.25	1,501.25	08/29/2019
Total 6474:					1,501.25	1,501.25	
131	JACKSON HOLE NEWS & GUID	300054	AD#367646	08/07/2019	513.84	.00	
131	JACKSON HOLE NEWS & GUID	300340	AD#368221	08/14/2019	217.10	217.10	08/29/2019
131	JACKSON HOLE NEWS & GUID	300423	AD#366969	08/14/2019	123.00	123.00	08/29/2019
131	JACKSON HOLE NEWS & GUID	300429	AD#368223	08/14/2019	33.40	.00	
131	JACKSON HOLE NEWS & GUID	300430	AD#368224	08/14/2019	33.40	.00	
131	JACKSON HOLE NEWS & GUID	300431	AD#368226	08/14/2019	29.23	.00	
131	JACKSON HOLE NEWS & GUID	300598	AD#369050	08/21/2019	62.63	62.63	08/29/2019
131	JACKSON HOLE NEWS & GUID	300599	AD#369049	08/21/2019	62.63	62.63	08/29/2019
131	JACKSON HOLE NEWS & GUID	300600	AD#369048	08/21/2019	62.63	62.63	08/29/2019
131	JACKSON HOLE NEWS & GUID	300601	AD#369046	08/21/2019	605.38	605.38	08/29/2019
131	JACKSON HOLE NEWS & GUID	300602	AD#368647	08/21/2019	50.10	50.10	08/29/2019
131	JACKSON HOLE NEWS & GUID	300674	AD#366970	08/21/2019	123.00	123.00	08/29/2019
131	JACKSON HOLE NEWS & GUID	300818	AD#369177	08/28/2019	554.40	554.40	08/29/2019
131	JACKSON HOLE NEWS & GUID	300819	AD#367489	08/28/2019	198.00	198.00	08/29/2019
131	JACKSON HOLE NEWS & GUID	300943	AD#369196	08/28/2019	563.63	563.63	08/29/2019
131	JACKSON HOLE NEWS & GUID	300944	AD#369195	08/28/2019	246.33	246.33	08/29/2019
131	JACKSON HOLE NEWS & GUID	300945	AD#369052	08/28/2019	100.20	100.20	08/29/2019
131	JACKSON HOLE NEWS & GUID	301031	AD#366969	08/28/2019	123.00	.00	
131	JACKSON HOLE NEWS & GUID	301034	AD#369051- BID: 20-06 4 AWD S	08/28/2019	66.80	.00	
131	JACKSON HOLE NEWS & GUID	301039	AD#369199	08/28/2019	33.40	.00	
131	JACKSON HOLE NEWS & GUID	301040	AD#369198	08/28/2019	25.05	.00	
131	JACKSON HOLE NEWS & GUID	301041	AD#369200	08/28/2019	33.40	.00	
Total 131:					3,860.55	2,969.03	
114	JACKSON LUMBER INC	00478418-001	SONO TUBE	08/13/2019	332.15	.00	
114	JACKSON LUMBER INC	00478418-001	SONO TUBE	08/13/2019	332.15	.00	
114	JACKSON LUMBER INC	00482640-001	SELECT STRUCTURAL KD FIR	08/26/2019	57.07	.00	
114	JACKSON LUMBER INC	00483184-001	SELECT STRUCTURAL KD FIR	08/27/2019	25.20	.00	
114	JACKSON LUMBER INC	00483305-001	ARAURCO AC PLYWOOD	08/28/2019	67.55	.00	
114	JACKSON LUMBER INC	00484647-001	TORX	09/03/2019	105.19	.00	
114	JACKSON LUMBER INC	00485237-001	SELECT STRUCTURAL KD FIR	09/04/2019	116.64	.00	
114	JACKSON LUMBER INC	00485637-001	SELECT STRUCTURAL KD FIR	09/05/2019	87.48	.00	
Total 114:					1,123.43	.00	
6502	JACOBSON, THOMAS L	517	TOWN RESTROOMS- DELONEY	08/22/2019	180.00	180.00	08/29/2019
Total 6502:					180.00	180.00	
239	JH20 WATER CONDITIONING &	I190605912	BOTTLE DELONIZED WATER &	06/05/2019	48.00	48.00	08/29/2019
239	JH20 WATER CONDITIONING &	I190703292	BOTTLE DELONIZED WATER &	07/03/2019	35.00	35.00	08/29/2019

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total 239:					83.00	83.00	
139	JORGENSEN ASSOCIATES, PC	19-21 #2	PROJ: 19-21- CACHE CREEK TU	09/09/2019	327,840.39	.00	
139	JORGENSEN ASSOCIATES, PC	42624	TOWNHOMES AT ASPEN HILL	08/29/2019	245.00	.00	
139	JORGENSEN ASSOCIATES, PC	43028	KUDAR FLATS ADDITION	08/05/2019	595.00	.00	
Total 139:					328,680.39	.00	
5473	KELLERSTRASS ENTERPRISES	1073495	DEF/BULK	06/25/2019	360.25	360.25	08/29/2019
5473	KELLERSTRASS ENTERPRISES	1084850	DRUM DEPOSIT, DRUM RETUR	08/09/2019	136.56	136.56	08/29/2019
5473	KELLERSTRASS ENTERPRISES	1086496	50/50 ANTIFREEZE, DRUM DEP	08/14/2019	1,516.00	1,516.00	08/29/2019
5473	KELLERSTRASS ENTERPRISES	1089925	CHEV RANDO HD ISO 32/5 G	08/29/2019	70.29	.00	
5473	KELLERSTRASS ENTERPRISES	D13385	MIDGRADE 87-E, DF #2 DYED U	08/27/2019	21,210.52	21,210.52	08/29/2019
Total 5473:					23,293.62	23,223.33	
2485	KENWORTH SALES COMPANY	IDFCM140225	CREDIT: CORE DESSICANT	08/27/2019	225.00-	.00	
2485	KENWORTH SALES COMPANY	IDFIN3467454	FREON	08/14/2019	189.98	.00	
2485	KENWORTH SALES COMPANY	IDFIN3474890	NUT-PRO TORQUE	08/21/2019	80.92	.00	
2485	KENWORTH SALES COMPANY	IDFIN3483286	KIT-AD9 CART, CORE DESSICA	08/27/2019	156.36	.00	
Total 2485:					202.26	.00	
4102	LACAL EQUIPMENT, INC	0308358-IN	PIN WLDT	08/23/2019	164.52	164.52	08/29/2019
Total 4102:					164.52	164.52	
5694	LEIGH, CHRISTOPHER S.	082119	LEGAL SERVICES	08/21/2019	375.00	375.00	08/29/2019
Total 5694:					375.00	375.00	
671	LINCOLN NATIONAL LIFE	107747 090119	SEPTEMBER PREMIUM 107747	09/01/2019	5,872.52	5,872.52	09/09/2019
671	LINCOLN NATIONAL LIFE	3941114286	SEPTEMBER PREMIUM 107391	09/01/2019	1,143.89	1,143.89	09/09/2019
Total 671:					7,016.41	7,016.41	
4380	LONG BUILDING TECHNOLOGI	SRVCE009865	IT SERVER ROOM A/C REPAIR	06/04/2019	2,971.07	.00	
4380	LONG BUILDING TECHNOLOGI	SRVCE009914	HBUS 8 IN 2 OUT DOOR MODU	06/25/2019	229.40	.00	
4380	LONG BUILDING TECHNOLOGI	SRVCE009914	HBUS 8 IN 2 OUT DOOR MODU	06/25/2019	229.40	.00	
4380	LONG BUILDING TECHNOLOGI	SRVCE009914	PARKING GARGE- INSTALL DD	06/25/2019	380.00	.00	
4380	LONG BUILDING TECHNOLOGI	SRVCE010025	HBUS 8 IN 2 OUT DOOR MODU	08/05/2019	729.70	.00	
4380	LONG BUILDING TECHNOLOGI	SRVCE010025	HBUS 8 IN 2 OUT DOOR MODU	08/05/2019	729.70	.00	
Total 4380:					5,269.27	.00	
156	LOWER VALLEY ENERGY INC	20595 083119	2022 WILDFLOWER	08/31/2019	44.24	44.24	09/11/2019
156	LOWER VALLEY ENERGY INC	20595 083119	455 VINE	08/31/2019	5.70	5.70	09/11/2019
156	LOWER VALLEY ENERGY INC	20595 083119	145 WEST HANSEN	08/31/2019	7.15	7.15	09/11/2019
156	LOWER VALLEY ENERGY INC	20595 083119	55 virginian lane 65g	08/31/2019	4.07	4.07	09/11/2019
156	LOWER VALLEY ENERGY INC	20595 083119	1177 MEADOWLARK LANE	08/31/2019	9.46	9.46	09/11/2019
156	LOWER VALLEY ENERGY INC	20595 083119	145 WEST HANSEN	08/31/2019	3.85	3.85	09/11/2019
156	LOWER VALLEY ENERGY INC	92050-010- 08/	92050-010: ELY SPRINGS RD FI	08/30/2019	5,101.09	.00	
156	LOWER VALLEY ENERGY INC	92050-017- 08/	92050-017: INTERMED TREATM	08/30/2019	16.24	.00	
156	LOWER VALLEY ENERGY INC	92050-021- 08/	92050-021: 150 E PEARL AVE	08/30/2019	1,054.45	.00	
156	LOWER VALLEY ENERGY INC	92050-025- 08/	92050-025: SK W NEW SHOP	08/30/2019	316.15	.00	
156	LOWER VALLEY ENERGY INC	92050-047- 08/	92050-047: UV BUILDING	08/30/2019	16.00	.00	
156	LOWER VALLEY ENERGY INC	92050-049- 08/	92050-049: WWTP	08/30/2019	8,038.15	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
156	LOWER VALLEY ENERGY INC	92050-051- 08/	92050-051: WLL #5	08/30/2019	4,096.03	.00	
156	LOWER VALLEY ENERGY INC	92050-114- 08/	92050-114: HOME RANCH RSTR	08/30/2019	230.82	.00	
156	LOWER VALLEY ENERGY INC	92050-131- 08/	92050-131: 195 E DELONEY RS	08/30/2019	70.53	.00	
156	LOWER VALLEY ENERGY INC	92050-385- 08/	92050-385: SPRING CREEK LIFT	08/30/2019	144.51	.00	
156	LOWER VALLEY ENERGY INC	92050GRP:205	92050-GRP: 20560- MULTIPLE S	08/30/2019	2,229.70	.00	
156	LOWER VALLEY ENERGY INC	92050GRP:205	92050-020: PATHWAY TUNNEL	08/30/2019	53.99	.00	
156	LOWER VALLEY ENERGY INC	92050GRP:205	92050-035: ST LT COTTONWOO	08/30/2019	18.44	.00	
156	LOWER VALLEY ENERGY INC	92050GRP:205	92050-130: 3 CREEK RANCH AF	08/30/2019	23.16	.00	
156	LOWER VALLEY ENERGY INC	92050GRP:205	92050-362: STELLARIA LN/S HW	08/30/2019	19.67	.00	
156	LOWER VALLEY ENERGY INC	92050GRP:205	92050-028: ST LT LOTS 26, 27	08/30/2019	18.18	.00	
156	LOWER VALLEY ENERGY INC	92050GRP:205	92050-040: ST LT LOTS 90, 91	08/30/2019	19.73	.00	
156	LOWER VALLEY ENERGY INC	92050GRP:205	92050-342: 25 S REDMOUND ST	08/30/2019	30.33	.00	
156	LOWER VALLEY ENERGY INC	92050GRP:205	92050-005: CACHE KUDAR LIGH	08/30/2019	53.89	.00	
156	LOWER VALLEY ENERGY INC	92050GRP:205	92050-031: ST LT LOTS 38, 39	08/30/2019	20.57	.00	
156	LOWER VALLEY ENERGY INC	92050GRP:205	92050-043: ST LT LOTS 68, 69	08/30/2019	16.24	.00	
156	LOWER VALLEY ENERGY INC	92050GRP:205	92050-355: S CACHE LIGHTING	08/30/2019	52.95	.00	
156	LOWER VALLEY ENERGY INC	92050GRP:205	92050-006: CACHE ST N LIGHTI	08/30/2019	29.75	.00	
156	LOWER VALLEY ENERGY INC	92050GRP:205	92050-027: ST LT LOTS 20, 21	08/30/2019	21.02	.00	
156	LOWER VALLEY ENERGY INC	92050GRP:205	92050-039: ST LT LOTS 86, 87	08/30/2019	18.38	.00	
156	LOWER VALLEY ENERGY INC	92050GRP:205	92050-336: HIDDEN RANCH PAT	08/30/2019	25.87	.00	
156	LOWER VALLEY ENERGY INC	92050GRP:205	92050-045: TOWN SQUARE LIG	08/30/2019	80.88	.00	
156	LOWER VALLEY ENERGY INC	92050GRP:205	92050-032: ST LT LOTS 88,89	08/30/2019	18.38	.00	
156	LOWER VALLEY ENERGY INC	92050GRP:205	92050-081: PEARL ST IRR CON	08/30/2019	20.25	.00	
156	LOWER VALLEY ENERGY INC	92050GRP:205	92050-358: 650 W BROADWAY	08/30/2019	62.85	.00	
156	LOWER VALLEY ENERGY INC	92050GRP:205	92050-023: RANGEVIEW ST LT	08/30/2019	19.67	.00	
156	LOWER VALLEY ENERGY INC	92050GRP:205	92050-036: ST LT LOTS 12, 13	08/30/2019	16.24	.00	
156	LOWER VALLEY ENERGY INC	92050GRP:205	92050-332: N GLENWOOD MCC	08/30/2019	28.33	.00	
156	LOWER VALLEY ENERGY INC	92050GRP:205	92050-382: BUDGE DR LIGHT S	08/30/2019	19.92	.00	
156	LOWER VALLEY ENERGY INC	92050GRP:205	92050-030: ST LT LOTS 95, 96	08/30/2019	18.18	.00	
156	LOWER VALLEY ENERGY INC	92050GRP:205	92050-041: ST LT LOTS 99, 101	08/30/2019	16.24	.00	
156	LOWER VALLEY ENERGY INC	92050GRP:205	92050-353: W DELONEY AVE F	08/30/2019	68.98	.00	
156	LOWER VALLEY ENERGY INC	92050GRP:205	92050-016: HOME RANCH LIGH	08/30/2019	39.25	.00	
156	LOWER VALLEY ENERGY INC	92050GRP:205	92050-034: ST LT LOTS 80, 81	08/30/2019	16.24	.00	
156	LOWER VALLEY ENERGY INC	92050GRP:205	92050-111: PEARL/WILLOW ST	08/30/2019	17.47	.00	
156	LOWER VALLEY ENERGY INC	92050GRP:205	92050-360: 1035 W BRAODWAY	08/30/2019	32.65	.00	
156	LOWER VALLEY ENERGY INC	92050-GRP:20	92050-054: CITY WELL ELK REF	08/30/2019	7.48	.00	
156	LOWER VALLEY ENERGY INC	92050-GRP:20	92050-050: 2MG TANK	08/30/2019	20.46	.00	
156	LOWER VALLEY ENERGY INC	92050-GRP:20	92050-383: SNOW KING DR WA	08/30/2019	17.66	.00	
156	LOWER VALLEY ENERGY INC	92050-GRP:20	92050-003: SPRUCE DRIVE PU	08/30/2019	360.10	.00	
156	LOWER VALLEY ENERGY INC	92050-GRP:20	92050-074: CRABTREE ANE TH	08/30/2019	16.24	.00	
156	LOWER VALLEY ENERGY INC	92050-GRP:20	90505-052: WELL #1	08/30/2019	2,819.10	.00	
156	LOWER VALLEY ENERGY INC	92050-GRP:20	92050-056: CITY WELL ELK REF	08/30/2019	6.34	.00	
156	LOWER VALLEY ENERGY INC	92050-GRP:20	92050-055: CITY WELL ELK REF	08/30/2019	6.34	.00	
156	LOWER VALLEY ENERGY INC	92050-GRP:20	92050-044: SNOW KING ESTAT	08/30/2019	290.29	.00	
156	LOWER VALLEY ENERGY INC	92050-GRP:20	92050-361: 625 W BROADWAY	08/30/2019	20.84	.00	
156	LOWER VALLEY ENERGY INC	92050-GRP:20	90505-053: WELL #2 & WELL #3	08/30/2019	1,903.20	.00	
156	LOWER VALLEY ENERGY INC	92050-GRP:20	92050-0334: SEWER LIFT STATI	08/30/2019	73.83	.00	
156	LOWER VALLEY ENERGY INC	92050-GRP:20	92050-024: SEWER LIFT PUMP-	08/30/2019	17.92	.00	
156	LOWER VALLEY ENERGY INC	92050-GRP:20	92050-018: SEWER LIFT PUMP	08/30/2019	18.95	.00	
156	LOWER VALLEY ENERGY INC	92050-GRP:20	92050-126: SEWER LIFT STATIO	08/30/2019	22.31	.00	
156	LOWER VALLEY ENERGY INC	92050-GRP:20	92050-019: SEWER LIFT PUMP	08/30/2019	52.57	.00	
156	LOWER VALLEY ENERGY INC	92050-GRP:20	92050-127: 3337 CODY CRK DR	08/30/2019	143.30	.00	
156	LOWER VALLEY ENERGY INC	92050GRP:205	92050-026: 450 SNOW KING AV	08/30/2019	103.84	.00	
156	LOWER VALLEY ENERGY INC	92050GRP:205	92050-378: 145 E PEARL AVE- B	08/30/2019	16.24	.00	
156	LOWER VALLEY ENERGY INC	92050GRP:205	92050-375: 155 E PEARL AVE- O	08/30/2019	23.48	.00	
156	LOWER VALLEY ENERGY INC	92050GRP:205	92050-356: KARNS MEADOW ST	08/30/2019	23.13	.00	
156	LOWER VALLEY ENERGY INC	92050GRP:205	92050-002: ANIMAL SHELTER	08/30/2019	158.64	.00	
156	LOWER VALLEY ENERGY INC	92050GRP:205	92050-376: 149 E PEARL AVE- B	08/30/2019	15.98	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
156	LOWER VALLEY ENERGY INC	92050GRP:205	92050-341: HOME RANCH REST	08/30/2019	16.99	.00	
156	LOWER VALLEY ENERGY INC	92050GRP:205	92050-386: 143 E PEARL AVE	08/30/2019	40.47	.00	
156	LOWER VALLEY ENERGY INC	92050GRP:205	92050-132: PARKING GARAGE	08/30/2019	581.19	.00	
156	LOWER VALLEY ENERGY INC	92050GRP:205	92050-379: 145 E PEARL AVE- U	08/30/2019	17.41	.00	
156	LOWER VALLEY ENERGY INC	92050GRP:205	92050-359: MILLER PARK PARKI	08/30/2019	68.53	.00	
156	LOWER VALLEY ENERGY INC	92050GRP:205	92050-014: HEAT TAPE	08/30/2019	115.46	.00	
156	LOWER VALLEY ENERGY INC	92050GRP:205	92050-377: 145 E PEARL AVE- U	08/30/2019	19.35	.00	
Total 156:					29,283.48	74.47	
677	MACY'S SERVICES	30978	SEWER JET OUTSIDE CLEAN O	07/31/2019	357.50	.00	
677	MACY'S SERVICES	30979	SERVICE CALL: LABOR, EQUIP	07/31/2019	175.00	.00	
Total 677:					532.50	.00	
6511	MARTIN FAMILY LLC	083019	REFUND WATER CAPTACITY F	08/30/2019	3,682.00	.00	
6511	MARTIN FAMILY LLC	083019	REFUND WATER METER	08/30/2019	1,957.34	.00	
Total 6511:					5,639.34	.00	
4258	MD NURSERY & LANDSCAPING	15534	PROJ: PONNAMMA- IRRIGATIO	08/22/2019	552.08	.00	
Total 4258:					552.08	.00	
6288	MEEKS BROTHERS FENCING, L	345382	3500' FIELD FENCE @ WWTP	08/28/2019	20,899.00	.00	
6288	MEEKS BROTHERS FENCING, L	345383	FENCE REPAIR @ WWTP	08/23/2019	400.00	.00	
Total 6288:					21,299.00	.00	
5774	MOUNTAINSCAPES, INC	15154	SITWORK- SNOW KING WATE	08/31/2019	16,545.48	.00	
5774	MOUNTAINSCAPES, INC	15169	SOD & TOP SOIL @ LUTHERAN	09/05/2019	1,109.70	.00	
5774	MOUNTAINSCAPES, INC	15170	SOD & TOP SOIL @ 600 E HANS	09/05/2019	710.50	.00	
Total 5774:					18,365.68	.00	
4623	MSC INDUSTRIAL SUPPLY CO	3167215001	HX CAP SCREWM ELBOWM CO	07/29/2019	208.81	208.81	08/29/2019
4623	MSC INDUSTRIAL SUPPLY CO	3199696001	SORBENT, CABLE TIE BLK, CRI	08/08/2019	171.30	171.30	08/29/2019
Total 4623:					380.11	380.11	
257	NAPA AUTO PARTS INC.	858894	PTEX EXTEND RUST SPRY, MA	07/01/2019	54.00	.00	
257	NAPA AUTO PARTS INC.	860118	NAPAGOLD OIL FILTER, NAPA	07/08/2019	26.57	26.57	08/29/2019
257	NAPA AUTO PARTS INC.	863194	BRAKE PADS	07/22/2019	39.77	39.77	08/29/2019
257	NAPA AUTO PARTS INC.	865956	BRAKE PADS	08/02/2019	38.61	38.61	08/29/2019
257	NAPA AUTO PARTS INC.	866070	oil absorbent	08/02/2019	29.07	.00	
257	NAPA AUTO PARTS INC.	867250	REGULATOR	08/08/2019	44.99	44.99	08/29/2019
257	NAPA AUTO PARTS INC.	868566	MICRO2 FUSE	08/14/2019	37.56	37.56	08/29/2019
257	NAPA AUTO PARTS INC.	868773	NAPAGOLD OIL FILTER	08/14/2019	180.88	180.88	08/29/2019
257	NAPA AUTO PARTS INC.	869593	SIDELOCK	08/19/2019	631.23	.00	
257	NAPA AUTO PARTS INC.	870232	LAMP	08/21/2019	11.19	.00	
257	NAPA AUTO PARTS INC.	870322	NAPAGOLD OIL, AIR, FULE FILT	08/21/2019	470.84	470.84	08/29/2019
257	NAPA AUTO PARTS INC.	870323	NAPAGOLD OIL FILTER, NAPAG	08/21/2019	138.57	138.57	08/29/2019
257	NAPA AUTO PARTS INC.	871797	NAPA RUGLYDE 1GAL	08/28/2019	28.78	.00	
257	NAPA AUTO PARTS INC.	872443	TIRE MARKER, COUPLER	08/30/2019	17.75	.00	
257	NAPA AUTO PARTS INC.	873547	BULKHEAD FITTING, FRT	09/05/2019	26.18	.00	
Total 257:					1,775.99	977.79	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
4562	NATURESCAPE DESIGNS	072719	PRUNE TREES @ WWTP	07/27/2019	1,571.00	1,571.00	08/29/2019
Total 4562:					1,571.00	1,571.00	
187	NELSON ENGINEERING	50400	PROJ: 17-142-04 ASPEN HILL C	08/28/2019	940.00	.00	
187	NELSON ENGINEERING	50409	PROJ: 14-175-03 WEST BROAD	08/29/2019	942.50	.00	
187	NELSON ENGINEERING	50412	PROJ: 18-305-02 020- JACKSON	08/29/2019	495.00	.00	
Total 187:					2,377.50	.00	
4412	NEOFUNDS	083119	POSTAGE	08/31/2019	2,000.00	.00	
Total 4412:					2,000.00	.00	
6213	New West Building Company Inc.	090619	RELEASE BOND B18-0193 40 PI	09/06/2019	5,000.00	.00	
Total 6213:					5,000.00	.00	
5302	PARTSMASTER	23452325	ANTI-SEIZE COMPOUND, LOCK	08/15/2019	83.17	83.17	08/29/2019
Total 5302:					83.17	83.17	
6449	PCM	B12112100101	VEHICLE PRINTER	07/23/2019	110.24	110.24	08/29/2019
Total 6449:					110.24	110.24	
5026	PELLETIER, CARL	083119	REIMBURSE FOR TOWN BBQ	08/31/2019	166.07	.00	
Total 5026:					166.07	.00	
3579	PINE NEEDLE EMBROIDERY	15791	EMBROIDERY SAFETY JACKET	08/29/2019	18.00	.00	
3579	PINE NEEDLE EMBROIDERY	15791	EMBROIDERY SAFETY JACKET	08/29/2019	18.00	.00	
Total 3579:					36.00	.00	
332	PLAINSMAN PRINTING & SUPP	6530	RECORDER BINDERS W/NUMB	07/19/2019	884.48	.00	
Total 332:					884.48	.00	
6483	PREMIER TRUCK- SALT LAKE C	775100015	MANIFOLD	07/14/2019	580.57	580.57	08/29/2019
6483	PREMIER TRUCK- SALT LAKE C	775100529	AIR VALVE	07/16/2019	183.64	.00	
6483	PREMIER TRUCK- SALT LAKE C	775105352	INJECTOR TUBE	07/31/2019	55.15	55.15	08/29/2019
6483	PREMIER TRUCK- SALT LAKE C	775108137	TURBO HX, OPCUM, CORE	08/08/2019	1,546.20	1,546.20	08/29/2019
6483	PREMIER TRUCK- SALT LAKE C	775108537	SENSRO MIT, CORE DEPOSIT	08/09/2019	559.28	559.28	08/29/2019
6483	PREMIER TRUCK- SALT LAKE C	775108973	SENSOR PRE	08/12/2019	73.78	73.78	08/29/2019
6483	PREMIER TRUCK- SALT LAKE C	775109870	CENT MODULE, PROGRAM	09/04/2019	2,328.38	.00	
6483	PREMIER TRUCK- SALT LAKE C	775110009	TEMP SENSOR	08/14/2019	10.35	10.35	08/29/2019
6483	PREMIER TRUCK- SALT LAKE C	775110134	MANIFOLD, TURBOCHARGE, F	08/21/2019	2,565.48	2,565.48	08/29/2019
6483	PREMIER TRUCK- SALT LAKE C	775111125	AIR VALVE	08/19/2019	183.64	183.64	08/29/2019
6483	PREMIER TRUCK- SALT LAKE C	7751111395	CREDIT: CORE RETURN	08/19/2019	305.90-	.00	
6483	PREMIER TRUCK- SALT LAKE C	775111394	CREDIT: CORE RETURN	08/19/2019	305.90-	.00	
6483	PREMIER TRUCK- SALT LAKE C	775113861	CRANKCASE, PRESSURE SEN	08/27/2019	161.55	.00	
6483	PREMIER TRUCK- SALT LAKE C	775114913	DOSER PUMP	08/29/2019	1,113.42	.00	
6483	PREMIER TRUCK- SALT LAKE C	775115565	WATER KIT	09/03/2019	137.94	.00	
6483	PREMIER TRUCK- SALT LAKE C	CM775100202	CREDIT: CORE RETURN	08/19/2019	305.90-	.00	
6483	PREMIER TRUCK- SALT LAKE C	CM775102417	CREDIT: CORE RETURN	08/19/2019	344.14-	.00	
6483	PREMIER TRUCK- SALT LAKE C	CM775105522	CREDIT: CORE RETURN	08/19/2019	305.90-	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total 6483:					7,931.64	5,574.45	
4922	PREMIER VEHICLE INSTALLATI	29331	SPECTRA A5- BRACKET	03/05/2019	61.80	.00	
4922	PREMIER VEHICLE INSTALLATI	29922	DIRECTIONAL ARROW SWITCH	05/08/2019	142.16	.00	
Total 4922:					203.96	.00	
3761	RAE, JOSHUA	105B	MATERIAL COST- REPLACE BO	08/30/2019	10,000.00	.00	
Total 3761:					10,000.00	.00	
6507	RECTOR, JAMES	080719	BUD BOLLER ART WORK	08/07/2019	2,783.96	2,783.96	08/29/2019
Total 6507:					2,783.96	2,783.96	
6106	RELIABLE LOGISTIC SERVICES	SLC108400	AFTON TO JACKSON, FUEL SU	08/08/2019	21.47	21.47	08/29/2019
Total 6106:					21.47	21.47	
5810	RICH BROADCASTING (SV/JX)	19080255	RADIO ADS	08/31/2019	420.00	.00	
5810	RICH BROADCASTING (SV/JX)	19080256	FLAT CREEK RADIO ADS	08/31/2019	420.00	.00	
5810	RICH BROADCASTING (SV/JX)	19080257	FLAT CREEK RADIO ADS	08/31/2019	420.00	.00	
5810	RICH BROADCASTING (SV/JX)	19080258	DELONEY RADIO ADS	08/31/2019	396.00	.00	
5810	RICH BROADCASTING (SV/JX)	19080259	DELONEY RADIO ADS	08/31/2019	396.00	.00	
5810	RICH BROADCASTING (SV/JX)	19080260	DELONEY RADIO ADS	08/31/2019	396.00	.00	
5810	RICH BROADCASTING (SV/JX)	19080261	DELONEY ADS	08/31/2019	272.00	.00	
Total 5810:					2,720.00	.00	
4723	RON'S TOWING	11587	TOWING- TCSO 137- STAR VAL	08/20/2019	350.00	350.00	08/29/2019
Total 4723:					350.00	350.00	
861	ROTARY CLUB OF JACKSON H	090419	4th of JULY FIREWORKS	09/04/2019	5,000.00	.00	
Total 861:					5,000.00	.00	
5812	RUI INC. DBA VILLAGE GARDN	1317227	WORK @ 940 SIMON	07/31/2019	332.32	332.32	08/29/2019
5812	RUI INC. DBA VILLAGE GARDN	1317232	WORK @ 174 N KING ST	07/31/2019	488.00	488.00	08/29/2019
5812	RUI INC. DBA VILLAGE GARDN	1317249	WORK @ 145 W HANSEN	07/31/2019	366.00	366.00	08/29/2019
5812	RUI INC. DBA VILLAGE GARDN	1317293	WORK @ 145 & 155 E PEARL A	07/31/2019	251.42	251.42	08/29/2019
5812	RUI INC. DBA VILLAGE GARDN	1317295	WORK @ 455 VINE ST	07/31/2019	207.38	207.38	08/29/2019
5812	RUI INC. DBA VILLAGE GARDN	1317369	WORK @ 685 & 675 E HANSEN	07/31/2019	175.80	175.80	08/29/2019
5812	RUI INC. DBA VILLAGE GARDN	1317466	REGULAR MOW, TRIM, BLOW,	08/31/2019	513.50	.00	
5812	RUI INC. DBA VILLAGE GARDN	1317473	REGULAR MOWING, TRIMMING	08/31/2019	745.00	.00	
5812	RUI INC. DBA VILLAGE GARDN	1317581	MOWING HOURLY RATE - 940 S	08/31/2019	100.50	.00	
5812	RUI INC. DBA VILLAGE GARDN	1317582	REGULAR MOWING TRIMMING,	08/31/2019	262.50	.00	
5812	RUI INC. DBA VILLAGE GARDN	1317584	MOWING HOURLY RATE- LAWN	08/31/2019	169.00	.00	
5812	RUI INC. DBA VILLAGE GARDN	1317694	SPRINKLER MAINT @ TIRE SHE	08/31/2019	90.95	.00	
5812	RUI INC. DBA VILLAGE GARDN	13171196	WORK @ WILDFLOWER CT	07/31/2019	86.70	86.70	08/29/2019
Total 5812:					3,789.07	1,907.62	
2597	RUSCHILL, RUSSELL	082219	TUITIOM REIMBURSEMENT	08/22/2019	2,958.75	2,958.75	08/29/2019
Total 2597:					2,958.75	2,958.75	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
13	SAFETY SUPPLY & SIGN CO., I	80680371	EXTENDED SERVICE AREA FE	08/16/2019	289.23	.00	
Total 13:					289.23	.00	
4831	SCHAEFFER MFG. CO	PXG3207-INV1	SUPREME 9000 FULL SYNTHET	07/31/2019	1,264.45	1,264.45	08/29/2019
Total 4831:					1,264.45	1,264.45	
4359	SHERWIN-WILLIAMS CO.	2006-3	STFS CR ZM RD	08/29/2019	129.60	.00	
Total 4359:					129.60	.00	
6512	SHREVE, DERRICK	090319	UNIFORM BOOTS	09/03/2019	100.00	.00	
Total 6512:					100.00	.00	
4548	SILVER CREEK SUPPLY	S2037793.001	HUFF HOUSE- FIP PVC INSERT	08/06/2019	4.05	.00	
4548	SILVER CREEK SUPPLY	S2038831.001	LF WILK- FREE STAND TERST	08/07/2019	20.37	.00	
Total 4548:					24.42	.00	
4720	SILVERSTAR	2229082	MONTHLY SERVICE	08/01/2019	260.00	260.00	08/29/2019
4720	SILVERSTAR	2229082	MONTHLY SERVICE	08/01/2019	36.76	36.76	08/29/2019
4720	SILVERSTAR	2229082	MONTHLY SERVICE	08/01/2019	2,012.31	2,012.31	08/29/2019
4720	SILVERSTAR	2243561	CONTRACT MAINTENENCE	09/01/2019	260.00	.00	
4720	SILVERSTAR	2243561	INTERNET	09/01/2019	2,017.79	.00	
4720	SILVERSTAR	2243561	307-733-3022	09/01/2019	36.76	.00	
Total 4720:					4,623.62	2,309.07	
1605	SMITH, G. TODD	082319	TRAVEL REIMBURSEMENT	08/23/2019	564.40	564.40	09/06/2019
1605	SMITH, G. TODD	082319	TRAVEL EXPENSES TO SLC	08/23/2019	564.40	.00	09/09/2019
Total 1605:					1,128.80	564.40	
5460	SMITH, CHRISTIAN	083119	REIMBURSE FOR K-9 SUPPLIE	08/31/2019	43.92	.00	
Total 5460:					43.92	.00	
4699	SNAKE RIVER ROASTING	620499	COFFEE	08/22/2019	53.30	53.30	08/29/2019
4699	SNAKE RIVER ROASTING	620524	COFFEE	09/04/2019	29.94	.00	
4699	SNAKE RIVER ROASTING	620639	COFFEE- PW MAIN SHOP	08/27/2019	48.45	.00	
4699	SNAKE RIVER ROASTING	620669	COFFEE & FILTER- PW STREET	08/29/2019	77.89	.00	
4699	SNAKE RIVER ROASTING	620741	COFFEE	09/02/2019	48.45	.00	
4699	SNAKE RIVER ROASTING	620884	COFFE PW MAIN SHOP	09/05/2019	96.90	.00	
4699	SNAKE RIVER ROASTING	620885	COFFEE	09/05/2019	101.75	.00	
4699	SNAKE RIVER ROASTING	621007	COFFEE	09/11/2019	53.30	.00	
Total 4699:					509.98	53.30	
1505	SPRING CREEK ANIMAL HOSPI	624968291	ANIMAL CARE CIGY	08/13/2019	64.00	.00	
1505	SPRING CREEK ANIMAL HOSPI	624968379	CIGY FOOD	08/14/2019	37.76	.00	
1505	SPRING CREEK ANIMAL HOSPI	624969360	RABIES	08/28/2019	15.00	.00	
1505	SPRING CREEK ANIMAL HOSPI	624969360	ANIMAL CARE	08/28/2019	68.77	.00	
Total 1505:					185.53	.00	
3989	STINKY PRINTS, INC	53843	CACHE TUBE- RESIDENTS ONL	08/07/2019	156.00	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
3989	STINKY PRINTS, INC	53892	CACHE TUBE- RESTROOM SIG	08/12/2019	345.00	.00	
3989	STINKY PRINTS, INC	53893	CACHE TUBE- WORK SHOP SI	08/12/2019	216.00	.00	
3989	STINKY PRINTS, INC	53894	CACHE TUBE- LOCAL BUSINES	08/12/2019	378.00	.00	
Total 3989:					1,095.00	.00	
6506	STOLLE, ANA	082819	BAIL REFUND CASE 19-07-0019	08/28/2019	1,500.00	1,500.00	08/29/2019
Total 6506:					1,500.00	1,500.00	
1054	SUNRISE ENVIRONMENTAL	100679	EXETER	08/07/2019	129.28	129.28	08/29/2019
Total 1054:					129.28	129.28	
4990	Swagit Productions, LLC	13483	VIDEO STREAMING	07/31/2019	1,775.00	1,775.00	08/29/2019
4990	Swagit Productions, LLC	13656	VIDEO STREAMING AUGUST	08/31/2019	1,775.00	.00	
Total 4990:					3,550.00	1,775.00	
6504	TETI, AGATHA	082719	REIMBURSE FOR NEW DOOR L	08/27/2019	79.97	79.97	08/29/2019
Total 6504:					79.97	79.97	
1443	TETON COUNTY CLERK	090119	AUGUST 2019 HOURINS	09/01/2019	21,527.00	.00	
1443	TETON COUNTY CLERK	090119A	SEPTEMBER 2019 PARKS AND	09/01/2019	133,068.50	.00	
Total 1443:					154,595.50	.00	
581	TETON COUNTY INTEGRATED	083119	2019 2nd QUARTER - DISPOSA	08/31/2019	11,670.23	11,670.23	09/05/2019
Total 581:					11,670.23	11,670.23	
55	TETON COUNTY SHERIFF'S-JAI	545	INMATES AUGUST	09/09/2019	2,304.00	.00	
Total 55:					2,304.00	.00	
996	TETON COUNTY SPECIAL FIRE	083019	AUGUST CAPTIAL FIRE FUND	08/30/2019	2,195.75	.00	
996	TETON COUNTY SPECIAL FIRE	083119	AUGUST 2019 SPECIAL FIRE F	08/31/2019	15,796.40	.00	
996	TETON COUNTY SPECIAL FIRE	090119	SEPTEMBER FIRE/EMS	09/01/2019	128,274.00	.00	
Total 996:					146,266.15	.00	
342	TETON COUNTY WEED & PEST	072019D	LEASE FOR HOUSING UNITS	07/20/2019	2,250.00	2,250.00	08/29/2019
342	TETON COUNTY WEED & PEST	082019A	LEASE FOR HOUSING UNITS	08/20/2019	2,250.00	2,250.00	08/29/2019
342	TETON COUNTY WEED & PEST	082019C	LEASE FOR HOUSING UNITS	08/20/2019	7,200.00	7,200.00	08/29/2019
Total 342:					11,700.00	11,700.00	
1614	TETON COUNTY-FUND 10	083119	AUGUST 2019 KRISTI MALONE	08/31/2019	3,802.98	.00	
1614	TETON COUNTY-FUND 10	090119	AUGUST 2019 DISPATCH	09/01/2019	15,004.61	.00	
1614	TETON COUNTY-FUND 10	090119A	AUGUST 2019 PATHWAYS	09/01/2019	6,094.08	.00	
Total 1614:					24,901.67	.00	
166	TETON COUNTY-FUND 19	090119	AUGUST 2019 PARKS AND REC	09/01/2019	85,493.42	.00	
Total 166:					85,493.42	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
268	TETON MOTORS INC	5091092	ORIFICE	07/02/2019	20.37	.00	
268	TETON MOTORS INC	5091186	SHAFT	07/11/2019	306.42	.00	
268	TETON MOTORS INC	5091264	LINK	07/17/2019	67.30	.00	
268	TETON MOTORS INC	5091266	JOINT KIT	07/17/2019	53.60	53.60	08/29/2019
268	TETON MOTORS INC	5091337	ACTUATOR	07/23/2019	43.08	43.08	08/29/2019
268	TETON MOTORS INC	5091547	SPARK PLUG	08/07/2019	9.99	.00	
Total 268:					500.76	96.68	
5846	TETON TOOLS LLC	08061919064	IMPACT SKT, WHOTE BONE HA	08/06/2019	215.70	.00	
5846	TETON TOOLS LLC	08201919239	19MM & 22MM CUMINS FUEL LI	08/20/2019	79.00	79.00	08/29/2019
5846	TETON TOOLS LLC	08201919242	MISC	08/20/2019	500.00	500.00	08/29/2019
5846	TETON TOOLS LLC	08271919367	SCREWDRIVER W/1 BATTERY	08/27/2019	282.95	282.95	08/29/2019
5846	TETON TOOLS LLC	09031919503	OPEN DUAL FOOT BUDD CHUC	09/03/2019	25.25	.00	
5846	TETON TOOLS LLC	09101919658	GRINDER PWR, FRIC BLL EBLP	09/10/2019	525.45	.00	
5846	TETON TOOLS LLC	09101919659	PH 2 INS H/GR,	09/10/2019	24.75	.00	
Total 5846:					1,653.10	861.95	
3162	TETON TRASH REMOVAL, INC.	19 SEP 759	TRASH REMOVAL	09/01/2019	45.50	.00	
Total 3162:					45.50	.00	
3237	THE AFTERMARKET PARTS CO	81819511	HOSE ASM-POWER STEER, FR	08/14/2019	272.67	272.67	08/29/2019
3237	THE AFTERMARKET PARTS CO	81831625	COOLANT RECOVE PUMP, VAL	08/26/2019	373.55	.00	
Total 3237:					646.22	272.67	
3955	THOMSON WEST	840695442	MONTHLY CHARGES	07/31/2019	796.81	796.81	08/29/2019
3955	THOMSON WEST	840695442	MONTHLY CHARGES	07/31/2019	398.40	398.40	08/29/2019
3955	THOMSON WEST	840777725	LIBRARY PLAN CHANGES	08/04/2019	45.00	45.00	08/29/2019
Total 3955:					1,240.21	1,240.21	
5328	TIMBER RIDGE ACADEMY	082819	RELEASE BOND B18-0038 REC	08/29/2019	12,337.50	12,337.50	08/29/2019
Total 5328:					12,337.50	12,337.50	
6199	UHL, ANGIE	082219	TUITION REIMBURSEMENT	08/22/2019	715.50	715.50	08/29/2019
Total 6199:					715.50	715.50	
3527	UPS	0000129VW43	SHIPPING CHARGE-POLICE	08/10/2019	10.17	10.17	08/29/2019
3527	UPS	0000129VW43	SHIPPING CHARGE-POLICE	08/17/2019	10.17	10.17	08/29/2019
3527	UPS	0000129VW43	SHIPPING CHARGE-POLICE	08/24/2019	19.45	.00	
3527	UPS	0000129VW43	SHIPPING CHARGE-POLICE	08/31/2019	13.48	.00	
Total 3527:					53.27	20.34	
1949	VERIZON WIRELESS	9835226954	MONTHLY SERVICES	08/01/2019	7,005.37	7,005.37	08/29/2019
Total 1949:					7,005.37	7,005.37	
5022	VISION SERVICE PLAN - (WY)	807337534	SEPTEMBER PREMIUM	08/17/2019	1,753.57	1,753.57	09/09/2019
Total 5022:					1,753.57	1,753.57	
244	WATTS STEAM STORE ROCKY	72808	BOOM SWIVEL CARTRAGE	06/14/2019	136.75	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total 244:					136.75	.00	
309	WEBER DRILLING	6403A	CLEAR AIR AND SEDIMENT IN L	09/05/2019	1,186.56	.00	
Total 309:					1,186.56	.00	
6226	WEST COAST CODE CONSULT	UT19-579-007	PLAN REVIEW SERVICES	08/12/2019	340.00	.00	
6226	WEST COAST CODE CONSULT	UT19-579-008	PLAN REVIEW SERVICES	09/10/2019	85.00	.00	
Total 6226:					425.00	.00	
563	WESTBANK SANITATION	3184653	TRASH REMOVAL @ WWTP	08/01/2019	680.51	680.51	08/29/2019
563	WESTBANK SANITATION	3211031	940 Simon Lane	09/01/2019	48.79	.00	
563	WESTBANK SANITATION	3211724	WWTP- TRASH SERVICE FOR A	09/01/2019	1,358.72	.00	
Total 563:					2,088.02	680.51	
1640	WESTERN STATE	CM00074157	CREDIT: GLASS	07/25/2019	205.29	205.29	08/29/2019
1640	WESTERN STATE	IN001042586	GLASS	07/25/2019	193.67	193.67	08/29/2019
1640	WESTERN STATE	IN001045227	CATERPILLAR 47" GR BKT	07/29/2019	1,092.45	1,092.45	08/29/2019
1640	WESTERN STATE	IN001054287	WASHER, CAPRSCREW, BRAC	08/06/2019	299.62	299.62	08/29/2019
Total 1640:					1,380.45	1,380.45	
2802	WESTWOOD CURTIS	31044	PROJ: INSTALL CONDUIT @ P	06/06/2019	3,185.00	.00	
2802	WESTWOOD CURTIS	31044	PROJ: INSTALL CONDUIT @ P	06/06/2019	1,964.79	.00	
2802	WESTWOOD CURTIS	31051	PROJ: SNOW KING DRIVE WAT	06/07/2019	9,776.56	.00	
2802	WESTWOOD CURTIS	31241	PROJ: 18-903 SNOW KING EST	08/26/2019	34,805.75	.00	
Total 2802:					49,732.10	.00	
5489	WRENCH IT PLUMBING & HEAT	6003	TIGHTEN SEWER BLACKFLOW	09/02/2019	118.75	.00	
Total 5489:					118.75	.00	
4139	WY WORKERS' SAFETY & COM	090919	SEPTEMBER PREMIUM	09/09/2019	15,176.39	15,176.39	09/09/2019
Total 4139:					15,176.39	15,176.39	
504	WYDOT	082919	TRANSFER - CITY 1449	08/29/2019	2.00	2.00	08/29/2019
504	WYDOT	082919	TRANSFER - CITY 1455	08/29/2019	2.00	2.00	08/29/2019
Total 504:					4.00	4.00	
4213	WYOMING GLASS WORKS	072919	1/8" MIRROR TO PATTERN FOR	07/29/2019	50.00	50.00	08/29/2019
Total 4213:					50.00	50.00	
406	WYOMING LAW ENFORCEMEN	90319	JULY/AUGUST 57 CASES	09/03/2019	285.00	.00	
Total 406:					285.00	.00	
329	WYOMING RETIREMENT SYST	179672	AUGUST CONTRIBUTIONS	09/09/2019	47,647.09	47,647.09	09/09/2019
329	WYOMING RETIREMENT SYST	179673	AUGUST CONTRIBUTIONS	09/09/2019	44,821.19	44,821.19	09/09/2019
329	WYOMING RETIREMENT SYST	179674	AUGUST CONTRIBUTIONS	09/09/2019	62,905.72	62,905.72	09/09/2019

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total 329:					155,374.00	155,374.00	
3704	WYOMING TITLE & ESCROW	121283	Work Charge W-20364 Shepherd	07/29/2019	400.00	.00	
Total 3704:					400.00	.00	
1764	WYOMING.COM INC	1892639	DOMAIN HOSTING	08/05/2019	10.00	10.00	08/29/2019
1764	WYOMING.COM INC	1898194	DOMAIN HOSTING	09/05/2019	5.00	.00	
Total 1764:					15.00	10.00	
2179	XEROX CORPORATION	097690904	CONTRACT COPIER	08/01/2019	120.87	120.87	08/29/2019
2179	XEROX CORPORATION	097690905	CONTRACT COPIER	08/01/2019	128.82	128.82	08/29/2019
2179	XEROX CORPORATION	097690906	CONTRACT COPIER	08/01/2019	90.52	90.52	08/29/2019
2179	XEROX CORPORATION	097690907	CONTRACT COPIER	08/01/2019	20.06	20.06	08/29/2019
2179	XEROX CORPORATION	097690925	CONTRACT COPIER	08/01/2019	68.18	68.18	08/29/2019
2179	XEROX CORPORATION	097988570	CONTRACT COPIER	09/01/2019	98.82	.00	
2179	XEROX CORPORATION	097988571	CONTRACT COPIER	09/01/2019	98.00	.00	
2179	XEROX CORPORATION	097988572	CONTRACT COPIER	09/01/2019	90.17	.00	
2179	XEROX CORPORATION	097988573	CONTRACT COPIER	09/01/2019	21.46	.00	
2179	XEROX CORPORATION	097988591	CONTRACT COPIER	09/01/2019	63.12	.00	
Total 2179:					800.02	428.45	
2842	YELLOW IRON EXCAVATION, L	38788	TRASH REMOVAL @ SHELTER	07/31/2019	124.00	124.00	08/29/2019
Total 2842:					124.00	124.00	
6321	ZUERCHER TECHNOLOGIES	247000	FIELDS OPS SUBSCRIPTION	07/31/2019	360.00	360.00	08/29/2019
6321	ZUERCHER TECHNOLOGIES	250436	FIELD OPS SUBSCRIPTION	09/05/2019	252.00	.00	
Total 6321:					612.00	360.00	
Grand Totals:					1,547,043.71	381,461.12	

Dated: _____

Mayor: _____

City Council: _____

City Recorder: _____

City Treasurer: _____

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
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Report Criteria:

Detail report.

Invoices with totals above \$0 included.

Paid and unpaid invoices included.

**TOWN OF JACKSON
MUNICIPAL COURT
MONTHLY REPORT TO THE MAYOR AND THE TOWN COUNCIL
FOR THE MONTH OF AUGUST, 2019**

During the month of August, the court received \$41,557 in fines, fees, bonds, and forfeitures.
848 new cases were docketed: 719 parking citations, 129 summons
68 cases were dismissed: 37 parking violations

The abbreviations used below are: BF=forfeiture, GP=pled guilty, NC= nolo contendere, G=found guilty at trial, NG=found not guilty at trial,
R=restitution, CS=community service, DP=deferred prosecution, D=dismissed, D-TS=dismissed for traffic school,
DA=deferred adjudication

CLOSED CASES

<u>NAME</u>	<u>CITATION</u>	<u>OFFENSE</u>	<u>DISPOSITION</u>	<u>\$</u>
AHRENSBERG, DANA MARTIN	03936L	No display of current registration	BF	62.5
ALEGRE, NICOLAS CLERMONT	95345J	Failure to Appear	D-Per Town's Motion	0
ALLEN, TROY J.	00022M	Use of hand-held electronic device while driving	D-Per Town's Motion	0
ARMINGTON, GARRAN	186001986AB	Use of cell phone while driving prohibited	BF	65
ASBELL, PAIGE ELIZABETH	186001610AB	Minor in possession alcohol	D-Per Town's Motion	0
AZNOE, ISAAC J	186001642AB	Following too Close	BF	75
BATTLES, ERIN MAGDALENA	186001651AB	Speed Limits Generally 42/30	BF	159
BEDOLLA, ELOY MORILLON	186001777AB	Speed Limits Generally 46/30	BF	187
BELL, CHET L	71815X	Speed Limits Generally 41/30	BF	162
BERKOWITZ, BRAM S	03885L	Failure to maintain liability coverage	D-Provided Valid Information	0
BERNER JR, JOHN REYNOLDS	00218M	Use of hand-held electronic device while driving	BF	75
BOEDEKER, RALPH EDWARD	186000268AB	Speed too fast for conditions	BF	85
BRIGHAM, CHARLES MCCUNE	00216M	Speed Limits Generally 48/30	BF	211
BROOKS, MARGARET L	186001891AB	Speed Limits Generally 43/30	BF	166
BROOKS, TRACEY A	186002014AB	Failure to maintain liability coverage	D-Provided Valid Information	0
BROWER, JAY L.	00024M	Speed Limits Generally 41/30	BF	152
BUSICHIO, VALERIE	71821X	MPH over limit Bond 37/25	BF	119
CAMPBELL, THOMAS	03370L	Speeding 48/30	BF	135
CARIFA, CYRI KIMBERLY	186001905AB	Speed Limits Generally 50/30	BF	215
CHADMAN, FRANK W.	00390M	Required to stop on flashing red signal	BF	125
CHALAS RAMBALDE, LUIS A	03817L	Speed Limits Generally 42/30	BF	159
CIPRO, GARY E	00008M	Limitations on Backing	D-Per Town's Motion	0
CLAYCLAMP, BRADLEE T.	03863L	Speed Limits Generally 45/30	BF	180
CLOUSE, JIM	186001940AB	Wrong way on one-way street	BF	120
COLBY, CAITLIN PATRICIA	03862L	MPH over limit Bond 41/25	BF	127
COLLADO, KELLY D	03548L	Speed Limits Generally 44/30	BF	173
COLLINS, DEREK B	00428M	Use of hand-held electronic device while driving	BF	65
CONNOLLY, SEAN JOSEPH	186001926AB	Use of cell phone while driving prohibited	BF	65
CUTTER, ROSELYN F	186001927AB	Use of cell phone while driving prohibited	BF	65
DAVIS, ARTHUR BYRON	186001921AB	Petit larceny	D-Per Town's Motion	0
DIXON KADICA, DONNICA BYRAD	00254M	Shoplifting	BF	250
DUDLEY, BRIAN SCOTT	186001561AB	Limitations on Backing	BF	85
EASTMAN, BETH H	00432M	Failure to maintain liability coverage	D-Provided Valid Information	0
ELLIOTT, THOMAS E	00434M	Failure to maintain liability coverage	D-Provided Valid Information	0
FARMER, ANTHONY	00182M	Use of cell phone while driving prohibited	BF	65
FLANAGAN, TIMOTHY RAWLS	186001345AB	Limitations on Backing	BF	85
FRANCO, HORACIO L	03866L	Failure to maintain liability coverage	D-Provided Valid Information	0
FRIEDMAN, MAX M	00256M	Use of hand-held electronic device while driving	BF	65
GALICIA, JAMIE ALIN	186001953AB	Use of cell phone while driving prohibited	BF	65
GARDINER, JOHN JOSEPH	186001065AB	Public intoxication	BF	110
GARLAND, LUCAS D.	03939L	Limitations on Backing	BF	75
GEORGE, KATHRYN C	186001852AB	Motor vehicles -General	BF	100
GILLINS, GARY L	186001591AB	No display of current registration	D-Provided Valid Information	0
GINTY, DANIEL P	186001938AB	Turning left at intersection	BF	75
GONZALEZ IRIZARRY, HECTOR KIRIATH	186000996AB	Failure to maintain liability coverage	BF	275
GONZALEZ IRIZARRY, HECTOR KIRIATH	186001007AB	No Driver's license	BF	420
GORALSKI, LINDA M	00260M	Use of hand-held electronic device while driving	BF	65
GREER, JESSE CLAYTON	186001658AB	Speed Limits Generally 42/30	BF	159
HANSEN, DANNY RAY	186001984AB	Speed Limits Generally 45/30	BF	180
HARTL, PAUL ANTHONY	00253M	Use of cell phone while driving prohibited	BF	65
HAYDEN, RYAN THOMAS	186005908AA	Stop Sign Violation	BF	135
HERNANDEZ CABELLO, ARTURO	186000994AB	Stop Sign Violation	BF	85
HERNANDEZ, ASHTYN	03183L	Minor in possession alcohol	D-Per Judge Leigh	0
HILLSTEAD, PATRICIA LOUISE	186001765AB	Following too Close	BF	75
HOFFMAN, MAXWELL E	95239J	No display of current registration	BF	62.5
HOLDING, JENNIFER LYNN	186001745AB	Following too Close	BF	85
HOLDING, JENNIFER LYNN	186001746AB	No Driver's license	D-Per Town's Motion	0
HOLLERAM, PATRICK T	03867L	Speed Limits Generally 48/30	BF	201

HOWLAND, NICHOLAS KAY	186001592AB	Speed Limits Generally 44/30	BF	173
HUGHES, HEIDI K	03821L	No display of current registration	D-Per Town's Motion	0
INFANTE DE LA CRUZ, BIANCA	00639M	Use of hand-held electronic device while driving	BF	65
JENNINGS, KYLE THOMAS	186001605AB	Use of cell phone while driving prohibited	D-Per Town's Motion	0
JENSON, JAMES LAWTON	186001722AB	Injury and removal of trees, etc.	BF	100
JOHNSTONE, HANS D	00185M	Failure to stop at a red light	BF	135
JONES, ROBERT P	00183M	Stop Sign Violation	BF	125
JONES, RUBY F	01976M	Provide alcohol to person <21	BF	100
JUAREZ CERVANTES, JONNY	186001061AB	No Driver's license	BF	420
KATZ, JOSEPH LEE	186001919AB	Public intoxication	BF	110
KELLER, STEVEN M	03818L	Public intoxication	D-Per Town's Motion	0
KING, JILL LOUISE	186001358AB	Use of cell phone while driving prohibited	BF	90
KONSTANT, PAMELA DARLENE	186006655AA	Speeding in a school zone 37/20	BF	320
KOSTICK, JAMES TYLER	186001819AB	Speed Limits Generally 46/30	BF	187
KRAVETSKY, JOSEPH	03819L	No display of current registration	BF	62.5
KRUSEMBAUM, ANTHONY J.	03861L	Use of hand-held electronic device while driving	BF	65
KUJAWA, KALENA	94745J	Stop Sign Violation	BF	125
LARGE, RANDALL S.	00263M	Use of hand-held electronic device while driving	BF	65
LARSON, JACQUELINE RAE	186001743AB	Following too Close	BF	85
LAURIJSEN, ADRIAAN CORNELIS	186001959AB	Failure to Maintain Lane	D-Per Town's Motion	0
LINDHOLM, KRYSTLE CELISSE	186001693AB	Speed Limits Generally 47/30	BF	204
LINTZ, ALLISON JOAN	186001845AB	Public intoxication	BF	110
LOEVNER, DAVID RICHARD	00384M	Speed Limits Generally 45/30	BF	180
LUDERER, KATHRIN	186001783AB	Stop Sign Violation	D-Per Town's Motion	0
LUMMIS, JAMES WOODWORTH	186002023AB	Urinating in Public	BF	120
LUZAK, WADE HAMPTON	00201M	Stop Sign Violation	D-TS	0
MARTINEZ LOPEZ, BRYAN E	186001821AB	Following too Close	BF	85
MASON, MAARISSA LOGAN	186001577AB	Use of cell phone while driving prohibited	BF	75
MC GRATH, CHERYL IRIS	186001907AB	Failure to yield ROW	BF	75
MCCRIMMON, SYDNEY A	00251M	Speed Limits Generally 50/30	BF	225
MCELROY, AMANDA COULTER	186001939AB	Stop Sign Violation	BF	125
MCGINNESS, SEAN R	11325J	Stop Sign Violation	BF	135
MENDOZA MENDIOLA, LEOBARDO E	186001514AB	No Driver's license	D-Per Town's Motion	0
MIEURE, EMILY G	00482M	Use of hand-held electronic device while driving	BF	75
MOERTLUND, FANNIE ELVIRA	01977M	Provide alcohol to person <21	BF	250
MONTES POTRERO, CARLOS	186001732AB	Failure to maintain liability coverage	D-Provided Valid Information	0
MOORE, LEANNE S	00433M	Speed Limits Generally 29/15	BF	173
MORRIS, HELENA J	186001817AB	Speed Limits Generally 43/30	BF	166
OAKS, CARMINA DAVILA	03110L	Driver & Passenger Req. to wear seat belt	BF	25
OBUT, ERHEM	03185L	Following too Close	BF	75
OLSON, AUSTIN THOMAS	186001616AB	Minor in possession alcohol	D-Per Town's Motion	0
PARK, JOHN	186001343AB	Failure to Maintain Lane	BF	75
PELOSI, MAXIMILLIAN ATTILIO	186001784AB	Stop Sign Violation	BF	135
PELOSI, MAXIMILLIAN ATTILIO	03884L	Use of hand-held electronic device while driving	BF	65
PEREZ-MORALES, MARIO	03206L	Animals at Large	BF	100
PETERS, KIMBERLY A	00020M	MPH over limit Bond 35/25	BF	125
PLOTT, CAROLYN RUTH	00213M	Failure to maintain liability coverage	D-Provided Valid Information	0
POLAN, MINDY B.	00111M	No display of current registration	BF	125
PRATA, ANTHONY J	00637M	Failure to stop at a red light	BF	125
PREUSSE, TAYLOR N	03373L	Use of hand-held electronic device while driving	BF	65
PROVENCE, PAUL	186001517AB	Sleeping/occupying in unlawful places	D-Per Town's Motion	0
RABEN, JACK M	00638M	Limitations on overtaking on left	BF	75
REYNOSO RAMIREZ, ALEJANDRA	00279M	No Driver's license	BF	420
RICKS, ROBERT G	03868L	Speed Limits Generally 43/30	BF	160
RODRIGUEZ-MARTINEZ, ALEJANDRO	00004M	No Driver's license	BF	210
SANDERS, JEFFREY E	00430M	Failure to maintain liability coverage	D-Provided Valid Information	0
SCOTT, EVAN JAMES	186000412AB	Careless driving	D-TS	0
SEGAL, OLIVER D.	03864L	Public intoxication	BF	110
SHURTZ, CHANCE DEAN	186001725AB	Interference with Police Department	D-Per Town's Motion	0
SMITH KLACZKIEWICZ, ALYSON ELIZABETH	186001955AB	Use of cell phone while driving prohibited	BF	65
SPRACKLEN, CHAD ERIC	186001782AB	Stop Sign Violation	BF	62.5
ST CLAIR, BRADLEY WARREN	00018M	Public intoxication	BF	110
STRONG, JASON ALLEN	186001175AB	Failure to maintain liability coverage	D-Per Town's Motion	0
SUAREZ, RYAN S	00635M	Failure to maintain liability coverage	D-Provided Valid Information	0
TATLAH, KARANDEEP S.	00012M	Public intoxication	BF	110
TATLAH, KARANDEEP S.	00011M	Urinating in Public	BF	120
TENNANT, THOMAS AUSTIN	04000L	Public intoxication	BF	110
THOMPSON, ALEXANDER H	03369L	Use of cell phone while driving prohibited	BF	90
TKACZYK, BERNARD J	03820L	Use of hand-held electronic device while driving	BF	90
VEILLEUX, TUCKER S	95235J	Failure to Obey Traffic Control Device	BF	125
VERSTER, ERIC M	00025M	MPH over limit Bond 38/25	BF	166
WILLIAMS, HENRY R	186001630AB	Failure to yield ROW	BF	85
WOOD, PARKER STEWART	00382M	Speed Limits Generally 46/30	BF	187
WUERDEMAN, KIRSTEN SHEA	186001815AB	Use of cell phone while driving prohibited	BF	90
XU, SHANE JIA	186001004AB	Speed Limits Generally 45/30	D-TS	0
YARBROUGH, KATHRYN WESLEY	03796L	Speed Limits Generally 50/30	D-Per Town's Motion	0
ZAPATA, ROBERT ANTONIO	03184L	Minor in possession alcohol	D-Per Judge Leigh	0
ZVEGINTZOV, LYUDMILA S	19991K	Failure to yield ROW	BF	75



TOWN OF JACKSON

AGENDA DOCUMENTATION

SUBMITTING DEPARTMENT: PLANNING & BUILDING

PRESENTER: PAUL ANTHONY

MEETING DATE: SEPTEMBER 16, 2019

SUBJECT: TEMPORARY SIGN PERMIT – Farm to Fork Festival

STATEMENT/PURPOSE

To approve or deny relief from the Town's sign ordinance for the use of temporary signage not requiring a special event or exposition license.

BACKGROUND/ALTERNATIVES

The applicant has requested a temporary banner to be located at:

105 Buffalo Way, Albertsons during:
October 1, 2019 to October 5, 2019

Section 6.5.1.C.4 of the Town's Land Development Regulations allows Council to approve up to four (4) off-site banners. The event does not require any Town services; therefore, a special event license is not required. Staff recommends approval, as the Town has permitted such signs in the past, as long as all other regulations for signage are complied with.

COMPREHENSIVE PLAN ALIGNMENT

Staff finds that the proposal is consistent with Comprehensive Plan.

STAKEHOLDER ANALYSIS

None

FISCAL IMPACT

None

STAFF IMPACT

None

LEGAL REVIEW

N/A

ATTACHMENTS

Applicant Submittal

RECOMMENDATION

The Planning Director makes no recommendation for the banner to be located in one location subject to the following conditions:

1. The use of the site shall be granted by the property owner.
2. The sign shall not be located on the sidewalks or in the public right of way.
3. The sign for Farm to Fork Festival may be installed at:
105 Buffalo Way, Albertsons during:
October 1, 2019 to October 5, 2019

SUGGESTED MOTION

I move to **approve** the temporary banner in conjunction with Farm to Fork Festival subject to three (3) conditions of approval.

(Although Staff is not making a recommendation of the application, the motion is made in the affirmative.)



TEMPORARY SIGN PERMIT APPLICATION

Planning & Building Department

150 East Pearl Ave.
P.O. Box 1687
Jackson, WY 83001

ph: (307) 733-0440
www.townofjackson.com

EVENT NAME:

Event Name: Farm to Fork Festival Physical Address of Event: 265 S. Cache
Description of Event: 265 S. Cache Local food festival
Grand Opening ☐ Yes ☒ No

EVENT SPONSOR/APPLICANT:

Name: SCOTT STEEN Phone: 406 579 7852
Mailing Address: PO Box 7290 Jackson ZIP: 83002
E-mail: tetonslowfood@gmail.com Non-Profit: ☐ For Profit: ☐

TEMPORARY BANNER LOCATION: Consent from Property Owner Required

Business/Description: <u>Albertsons</u>	Business/Description: _____
Physical Address: <u>105 Burglo Wy</u>	Physical Address: _____
Dates of Display: <u>Oct 1 - 5th</u>	Dates of Display: _____
Consent from Owner Obtained? Yes ☐ No ☐	Consent from Owner Obtained? Yes ☐ No ☐
Business/Description: _____	Business/Description: _____
Physical Address: _____	Physical Address: _____
Dates of Display: _____	Dates of Display: _____
Consent from Owner Obtained? Yes ☐ No ☐	Consent from Owner Obtained? Yes ☐ No ☐

SUBMITTAL REQUIREMENTS. Have you attached the following? Please circle.

Yes / No Illustration of each proposed sign that includes dimensions, colors, materials and type of sign.

Yes / No Installation specifications, and any structural details or specifications required for freestanding signs.

Under penalty of perjury, I hereby certify that I have read this application and state that, to the best of my knowledge, all information submitted in this request is true and correct. I agree to comply with all county and state laws relating to the subject matter of this application, and hereby authorize representatives of the Town of Jackson to enter upon the above-mentioned property during normal business hours, after making a reasonable effort to contact the owner/applicant prior to entering.

SCOTT STEEN
Signature of Authorized Event Applicant

SCOTT STEEN
Applicant Name Printed

8/27/19
Date

Executive Director
Title



4"





TOWN OF JACKSON

AGENDA DOCUMENTATION

SUBMITTING DEPARTMENT:

PRESENTER: Johnny Ziem

MEETING DATE: September 16, 2019

SUBJECT: To Award Bid# 20-06 for the Purchase of a Four New Police Department Vehicles

STATEMENT/PURPOSE

The purpose of this item is to accept and award Bid# 20-06 for the purchase of four new Police Department vehicles consisting of three Patrol vehicles and one Administration vehicle.

BACKGROUND/ALTERNATIVES

The Public Works Department administers the bidding and purchasing of all new vehicles for the Town of Jackson. When tasked with the purchase of any new vehicle, Public Works will work directly with each submitting department to consider current and future vehicular needs, potential vehicle types, and how each vehicle will be used. This information is important because each department has been challenged to look for efficiency gains when making new vehicle purchases (when possible). This vehicle will be purchased for and used by the Police Department and consists of three new patrol vehicles and one new administration vehicle.

COMPREHENSIVE PLAN ALIGNMENT

- Principle 1.2 – Preserve and enhance water and air quality
- Principle 2.1 – Reduce consumption of non-renewable energy

STAKEHOLDER ANALYSIS

The stakeholder's for this item are the Procurement Administrator (Public Works Fleet Manager) and the Division/Department receiving the procured vehicle. Conversations are held with each group to determine which vehicle procured will be the most fuel efficient and still fulfill the specifications needed to perform each Division's/Department's daily responsibilities.

FISCAL IMPACT

We received one bid which is listed as an attachment. The one bid received was from Spradley Barr Motors of Cheyenne, WY. For the FY20 Budget, we show a combined budget of \$180,500 for the purchase and build out of three patrol vehicles and one administration vehicle.

<u>Vendor</u>	<u>Vehicle Type</u>	<u>Unit Cost</u>	<u>Trade-in Value</u>	<u>Final Cost</u>
Spradley Barr Motors	Police Interceptor x 4	\$ 33,633.00	\$ 23,200.00	\$ 111,332.00

Dept	#	Year	Type of Vehicle	Budgeted Cost	Total Miles	Avg Annual Miles	Combined MPG	% More Efficient (+/-)	Estimated Annual/Gal. Used	Estimated Annual/Gal. Avoided	Annual \$ per Gal. \$2.68	Estimated Annual Savings	Estimated Pds./CO2 Saved
PD Invest	1405	2011	FORD TAURUS		113,000	14,800	20.6		718		\$ 1,925		
PD Invest		2020	FORD UTILITY	\$ 38,000		14,800	21	2%	705	13	\$ 1,889	\$ 37	255
PD Patrol	1482	2007	CHEVY TAHOE		117,600	7,851	8.8		891		\$ 2,388		
PD Patrol		2020	FORD UTILITY	\$ 47,500		7,851	18.5	110%	424	467	\$ 1,136	\$ 1,252	9,149
PD Patrol	1483	2007	CHEVY TAHOE		114,900	12,260	14.6		840		\$ 2,251		
PD Patrol		2020	FORD UTILITY	\$ 47,500		12,260	18.5	27%	662	178	\$ 1,774	\$ 477	3,487
PD Patrol	1485	2007	CHEVY TAHOE		135,800	17,616	15.1		1167		\$ 3,128		
PD Patrol		2020	FORD UTILITY	\$ 47,500		17,616	18.5	23%	952	215	\$ 2,551	\$ 576	4,212

There is an additional cost of \$50,400 for both parts and labor for all four combined vehicles. The total cost for procurement and complete build out is estimated to be \$161,732. For FY20, we have a budget of \$180,500.

STAFF IMPACT

Public Works staff will be impacted in additional labor hours, which are estimated to be ten days (100 hours) for each patrol vehicle build out and 1 day (10 hours) for the administration vehicle build out.

LEGAL REVIEW

Town Attorney review is required before final transaction to purchase a new vehicle.

ATTACHMENTS

Bid# 20-06 results

RECOMMENDATION

Staff recommends the Town Council accept and approve Bid# 20-06 for the purchase of four new Police Department vehicles and award the bid to Spradley Barr Motors of Cheyenne, WY, in the amount of \$111,332.00.

SUGGESTED MOTION

I move to accept and approve Bid# 20-06 for the purchase of four new Police Department vehicles and award the bid to Spradley Barr Motors of Cheyenne, WY, in the amount of \$111,332.00.

BID OPENING FORM

BID NUMBER: 20-06

PROJECT NAME: Four AWD SUVs (police)

OPENING DATE &
TIME: 8-29-19 3⁰⁵pm

OPENED BY: Eric + Sandy

Name of Bidding Agency & City	Proof of WY Residency	Number of Addendums Acknowledged	Bid Bond / Check	Model / Spec if applicable	Trade Info, if applicable	Bid Amount	Returned Bid Bond / Check
1 Spradley Barr Motors Cheyenne WY	Yes	—	CK 556660	2020 Police Interceptor Utility-Ford	Before Trade	\$ 134,532.00	
					4 After Trade	111,332.00	
2					Before Trade		
					After Trade		
3					Before Trade		
					After Trade		
4					Before Trade		
					After Trade		
5					Before Trade		
					After Trade		
6					Before Trade		
					After Trade		



STATE OF WYOMING CERTIFICATE OF RESIDENCY STATUS

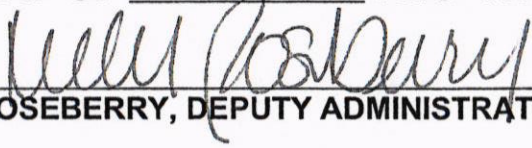


NO. 1167

THIS CERTIFIES THAT: SPRADLEY BARR MOTORS, INC.

**HAS BEEN GRANTED RESIDENCY STATUS PURSUANT TO WYOMING
STATUTE 16-6-101, AS AMENDED. FIVE PERCENT PREFERENCE SHALL
BE ALLOWED WHEN BIDDING ON ANY PUBLIC WORKS CONTRACT FOR
A PERIOD OF ONE (1) YEAR FROM THE DATE CERTIFICATION IS GRANTED.**

GRANTED THIS 2nd **DAY OF** September **TWO THOUSAND AND** 18



KELLY ROSEBERRY, DEPUTY ADMINISTRATOR

EXPIRATION DATE: 9/1/19

**RESUBMIT THIS DOCUMENT FOR RENEWAL PRIOR TO EXPIRATION DATE TO:
LABOR STANDARDS, 1510 E. PERSHING, WEST WING, ROOM 150, CHEYENNE, WY 82002.**



TOWN OF JACKSON

AGENDA DOCUMENTATION

SUBMITTING DEPARTMENT:

PRESENTER: Johnny Ziem

MEETING DATE: September 16, 2019

SUBJECT: Project Approval for the Installation of Electric Bus Charging Equipment

STATEMENT/PURPOSE

The purpose of this item is to obtain Council authorization to approve the installation of electric bus chargers at the START Bus Facility and at the Public Works Fleet Shop.

BACKGROUND/ALTERNATIVES

This vision for sustainable mobility is critical to the community because of the inextricable link between environmental stewardship and the region's economic viability. Jackson's economy is largely dependent on tourism, and the singular element that attracts visitors here and distinguishes Jackson Hole from all other areas in the country is the unsurpassed quality of its ecosystem. The community has set a vision for the transportation system that ensures the preservation of the area's natural resources and in turn benefits the economic health of the entire region.

By replacing diesel powered vehicles with 100% electric powered, we will be providing reduced fuel emission fleet for the area's transit service that will allow the system to grow to meet the increasing demand for transit and reduce annual operating and maintenance costs. Improving the region's transit service will promote job creation and access to jobs, and will connect people to national parks and other cultural and recreation destinations. This will increase the economic competitiveness of the entire region by attracting more visitors to the Greater Yellowstone area and making travel more affordable for everyone.

The project will help forward this ethic of conservation and stewardship through three basic strategies to increase the overall efficiency of the transportation system in a highly environmentally sustainable manner.

- 1) Reduce fuel use and carbon emissions by START operations
- 2) Reduce automobile trips in general
- 3) Increase fuel efficiency

Public Bid Process

Staff received two bids through a two week public bid process, which are outlined below:

1. Delcon LLC \$194,600
2. Mountain Electrical \$168,247.63

COMPREHENSIVE PLAN ALIGNMENT

- Principle 1.2 – Preserve and enhance water and air quality
- Principle 2.1 – Reduce consumption of non-renewable energy
- Principle 2.3 – Reduce energy consumption through transportation

STAKEHOLDER ANALYSIS

Stakeholder analysis for this project included discussions between START Bus, Bradley Engineering (Electrical Design), Lower Valley Energy, and the Public Works Facilities Division. All potential options for electrical design and installation were vetted through this stakeholder process.

FISCAL IMPACT

In our FY20 Budget, we show a budgeted amount of \$100,000 in the START Bus budget. The lowest bid we received that met our specifications was from Mountain Electrical for \$168,247.63. The difference between what was budgeted and the lowest bid received is \$68,247.63. Further, above and beyond the scope of the

Mountain Electrical contract, there are additional costs for design, miscellaneous site preparation, and contingency, which totals \$18,106. The total cost including the Mountain Electrical Contract, design, site preparation, and contingency totals \$186,353.63.

Staff recommends appropriating this difference (\$86,353.63) out of the 2010 SPET (Energy Projects for Public Buildings). Though this cost difference was not appropriated in the 2010 SPET Budget for FY20, staff feels there is adequate unexpended funding available and this project meets the intent of the 2010 SPET.

START Bus Electric Charging Equipment	
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START Bus CIP	\$\$\$
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Electric Charging Equipment	\$100,000
-----------------------------	-----------

2010 SPET	
------------------	--

2010 SPET	\$86,353.63
-----------	-------------

Expenditure	\$\$\$
--------------------	---------------

Mountain Electrical	\$168,247.63
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Bradley Engineering	\$2,261
---------------------	---------

Miscellaneous Site Work	\$14,000
-------------------------	----------

Contingency	\$1,845
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Total Cost:	\$186,353.63
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STAFF IMPACT

Staff impact for this item will include project management and installation coordination to work within our budget and timeline. The Public Works Facilities Division will be coordinating this effort.

LEGAL REVIEW

The Town attorney may provide a final review of the contract prior to execution by the Mayor.

ATTACHMENTS

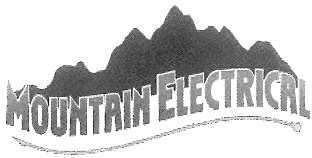
Mountain Electrical Bid Result

RECOMMENDATION

Staff recommends project approval for the installation of electric bus charging equipment in the amount of \$186,353.63.

SUGGESTED MOTION

I move that the Town Council approve the installation of electric bus charging equipment in the amount of \$186,353.63 and upon legal approval authorize the Mayor to execute all necessary contract Agreements.



Bid Proposal

Start Bus Electric Chargers

Mountain Electrical

PO Box 1991
3955 Antelope Lane
Jackson, WY 83001
Phone: 307-733-8367

Town of Jackson

8 August 2019
Start Bus Electric Chargers

Attention: Kevin Meagher

Re: Proposal for Start Bus Electric Chargers

Mountain Electrical is pleased to quote the electrical installation on the Start Bus Electric Chargers project as per plans and specifications, specifically E0.0 to E4.0 dated 7.25.2019, with the following qualifications and exclusions:

Qualifications:

1. Provide and install 1600 amp, 480 volt Eaton main lug section at Start Bus facility.
2. Concrete pad for charging stations and Eaton main lug section at Start Bus facility.
3. Assist in installation of charging stations.
4. Installation of charging dispensers. Equipment stands provided by Town of Jackson where needed.
5. Conduit and wire per electrical drawings.
6. Bucket and fuses provided for disconnect at Maintenance Shop. However, per local Sq. D. supplier, there is not enough room in panel MP for the required fuse holder. Will require working with specifier on how to make this work.
7. Town of Jackson Electrical Permit free of charge.
8. All wiring to meet the requirements of the 2017 National Electrical Code.

Exclusions:

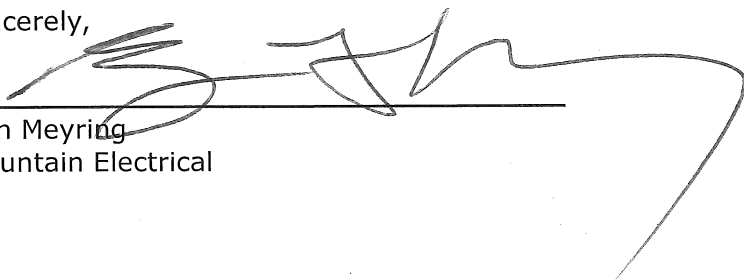
1. Omissions from Electrical Drawings or Specifications.
2. Trenching, backfill, cutting, patching, and roof penetrations.
3. Painting of electrical products.
4. Performance Bonding.
5. ProTerra charging stations or dispensers.

Pricing:

For the Sum of \$168,247.63

We would like to thank you for the opportunity to quote this project. If you have any questions, please call us.

Sincerely,



Ben Meyring
Mountain Electrical



TOWN OF JACKSON

AGENDA DOCUMENTATION

SUBMITTING DEPARTMENT:

PRESENTER: Johnny Ziem

MEETING DATE: September 16, 2019

SUBJECT: Contract Approval for the Construction of the Wastewater Treatment Plant Garage

STATEMENT/PURPOSE

The purpose of this item is to obtain Council authorization to approve the construction of the Wastewater Treatment Plant garage.

BACKGROUND/ALTERNATIVES

This project aims to add a 2,700 square foot steel storage garage that will be located adjacent to the UV Disinfection building at the eastern end of the Town of Jackson Wastewater Treatment Plant. The last storage expansion at this location happened in 1997 which included storage for large equipment, pumps, aerators, and general tools. Since that time, the storage area provided has reached its spatial limit due the addition of emergency bypass pumps, sewer mixers, and new wastewater equipment. Further, with the addition of the new Parks and Rec Facility located at the eastern end of our Public Works yard, space has become very limited and all sewer assets stored in this location need to be now stored at our Wastewater Treatment Plant. By moving our sewer assets (pipes, pumps, manhole parts, jetting hoses, etc.) out of the PW yard, more space will be made available for the Streets Division. This in turn will provide more space for plowing equipment, sand, a sweeping pile, etc. The added space will increase our workload efficiency and allow staff to better organize our equipment for emergency situations.

Through a public Request for Proposal (RFP) process, West Fork Construction LLC was selected as the successful Respondent. A review and RFP scoring committee was formed to review all submitted proposals received from our RFP process and was composed of the PW Facilities Manager, Senior Wastewater Operator, Wastewater Manager, a local architect, and the Teton County Facilities Manager. We received two responses from our RFP request and scored both based on cost, experience, design proposal, and overall project value that will provide Town with the best final product within our requirements.

COMPREHENSIVE PLAN ALIGNMENT

Though there is not a specific section in the Comprehensive Plan related to this project, this project will further our Sewer Division mission to protect Public Health and Safety, preserve the environment and enhance the quality of life of our residents, while acting in a forward thinking, professional manner.

STAKEHOLDER ANALYSIS

Stakeholder analysis for this project included internal discussions between divisions in Public Works including: Facilities, Sewer Collections, Sewer Treatment, and Streets. The consensus between all divisions is that providing additional space at our Wastewater Plant and in town, at our PW yard, should be of importance.

FISCAL IMPACT

In our FY20 Budget, we show a budgeted amount of \$350,000. Due to the rising cost of steel and general construction services in our community, the final cost came in \$24,081 higher than anticipated. To cover this added cost, the difference will be conserved and unexpended in another budgeted Sewer line item in our current FY20 Budget. This will insure that the overall Sewer budget will not go over the bottom line.

Treatment Plant Garage	
------------------------	--

<u>Sewer Budget</u>	<u>\$\$\$</u>
----------------------------	----------------------

Treatment Plant Garage	\$350,000
------------------------	-----------

<u>Expenditure</u>	<u>\$\$\$</u>
---------------------------	----------------------

West Fork Construction	\$374,081
------------------------	-----------

<u>Project Costs</u>	<u>\$\$\$</u>
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Planning/Engineering	\$53,215
Excavation	\$31,550
Concrete	\$61,565
Steel Building	\$121,404
Garage Doors	\$24,150
Bollards	\$6,400
Electrical	\$37,650
Bonding	\$11,272
Overhead (8%)	\$26,875

Total Cost:	\$374,081
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STAFF IMPACT

Staff impact for this item will include project management and construction coordination to work within our budget and our timeline. Both the Facilities and Wastewater Manager will be coordinating this effort.

LEGAL REVIEW

The Town attorney may provide a final review of the contract prior to execution by the Mayor.

ATTACHMENTS

West Fork RFP Response

RECOMMENDATION

Staff recommends contract approval for the construction of the Wastewater Treatment Plant Garage with West Fork Construction LLC in the amount of \$374,081.

SUGGESTED MOTION

I move that the Town Council approve the construction of the Wastewater Treatment Plant Garage with West Fork Construction LLC in the amount of \$374,081 and upon legal approval authorize the Mayor to execute all necessary contract Agreements.



West Fork Construction, LLC
PO Box 10021
Jackson, WY 83002

August 31, 2019

Mr. Kevin Meager
Facilities Manager
Town of Jackson – Public Works
450 W Snow King Ave
Jackson, WY 83001

West Fork Construction, LLC is pleased to provide this proposal to design and build a 2,700 SF storage building at the Jackson, WY Waste Water Treatment Plant. Project specific exclusions and inclusions for this proposal are listed below.

General Conditions

- This proposal assumes a work schedule of 8:00 AM to 7:00 PM, seven (7) days a week.
- Pricing assumes the use of existing on site power.
- Design and engineering fees are included.
- A performance bond of 125% is included in this proposal.
- Builders Risk insurance is excluded.
- Building permit fees are included.
- Surveying is included.

Site

- Clear and grub approximately 5,200 SF of surface.
- All foundation excavation is included.
- All electrical trenching is included.
- Backfill of foundation and electrical trench using onsite material is included.
- Slab prep beneath enclosed garage floor is include. To be 6" of crushed base sloped towards drain basins.
- (2) French drains are included. 4" schedule 40 PVC pipe, in 2" wash rock, with a 12x12 NDS grate
- Covered storage to be finished with ¾" gravel road base.
- Dewater is excluded.
- Proposal assumes soils consist suitable undisturbed native pit run structural materials.
- All over excavation and recompaction are excluded.
- All haul- off and import materials are excluded.

Concrete

- Foundation plan will be designed and stamped by licensed engineer.
- All spread footings are included.
- All stem walls are assumed to be 8"x3' and are include. Stem walls to be placed on top of continuous footings assumed to be 10"x16"
- 2700 SF of 6" concrete slab is included. To include #4 rebar, 2' O.C. each way.
- All concrete to be 4,000 PSI.
- Concrete slabs to receive sealer/hardener finish.
- (6) bollards are included. Bollards to be schedule 40 steel pipes 6" in diameter. Bollards to be 3' above grade and 3' below grade. Bollards to be filled with concrete and painted "safety yellow."



West Fork Construction, LLC
PO Box 10021
Jackson, WY 83002

Pre-Engineered Building

- All design drawings and structural engineering is included.
- Building components to be from Nucor Building Systems.
- Building to have single slope roof at a 2:12 pitch.
- Building to be designed with a 120 PSF ground snow load and an 84 PSF Roof Snow Load.
- Roof to be 26 gauge PBR panels with exposed fasteners.
- Siding to be 26 gauge PBR panels with exposed fasteners.
- 2' roof overhang to be included only at low side or side opposite of garage doors
- Interior walls are to be exposed exterior wall panels.
- Interior ceilings to be exposed vinyl faced insulation.
- Interior partition walls are excluded.

Insulation

- Roof to receive R-49 fiberglass insulation with WMP-VR facing.
- Wall insulation is excluded.

Openings

- (2) 3070 Hollow metal doors and frames are included.
 - o Doors to be 18 gauge, polystyrene insulated, 1-3/4" flat panel doors with glass kit.
 - o Hardware package to include door closures, weather stripping, hinges and keyed door levers.
- (2) 24' 2"x 14' Raynor overhead doors are included.
 - o Doors to be insulated with R-Value of 18.
 - o Doors to have one panel with continual 24"x12" insulated windows.
 - o Door lifts to be ¾ HP, 115V/230V, Single Phase.

Electrical

- 200 amp electrical service fed from existing building is included.
- Underground feeders from existing building to new structure is included.
- New 480-120 transformer and disconnect at new building is included.
- (8) receptacles are included.
- (15) overhead LED fixtures are included. ESL Vision, High Bay Series, 5000K.
- (2) exterior LED fixtures are included. ESL Vision, Wall Pack Series, 5000K.
- Electrical connections for overhead doors are included.

Proposal Total: Three Hundred and Seventy-Four Thousand and Eighty-One Dollars (\$374,081)



West Fork Construction, LLC
PO Box 10021
Jackson, WY 83002

ALTERNATES

- **Existing Waterline Relocation:** If any waterlines from existing water well is to be relocated **add \$65/LF.**
 - o Assume up to 2" HDPE pipe at a depth of no more than 6'.
 - o Curb stops are not included.
- **Roof Overhang:** If rake and eve extensions at high side and adjacent sides (3 sides) is desired **add \$5,000.**
 - o Overhangs to be 2'
- **60 Amp Panel:** Substitute 200 amp electrical panel with 60 amp electrical panel, **deducted \$10,140.**

Thank you for the opportunity to submit this proposal and West Fork Construction, LLC looks forward to working with you on this or future projects.

Regards,

John L Kinnard
Project Manager/Principal
West Fork Construction, LLC
PO Box 10021
Jackson, WY 83002
(317) 833-3985



TOWN OF JACKSON

AGENDA DOCUMENTATION

SUBMITTING DEPARTMENT: Public Works

PRESENTER: Floren Poliseo, Public Works Director

MEETING DATE: September 16, 2019

SUBJECT: Grant Application for Stormwater Treatment Unit

STATEMENT/PURPOSE

The purpose of this item is for the Town Council to review and approve a grant application from the Public Works Department to the Wyoming Department of Environmental Quality to aid in funding the design and construction of a stormwater treatment unit in a section of the Cache Creek Tube.

BACKGROUND/ALTERNATIVES

The existing Cache Creek Tube stormwater main conveys Cache Creek Ditch and collects stormwater runoff through Town between Cache Creek Drive and Flat Creek. The existing stormwater main is comprised of various pipe materials and in its current alignment crosses/encumbers several private properties. The proposed Cache Creek Tube will include stormwater treatment units, to reduce pollution from urban runoff that currently discharges untreated into Flat Creek. The intent of the complete project is to relocate the infrastructure to land owned by the town, improve drainage, and provide stormwater treatment prior to discharge to Flat Creek. See FIGURE 1 (attached) for more information on the proposed realignment and phases. Remaining phases of the tube construction will be coordinated over the next 4-5 years based on available budget, other projects proposed along the route, and other buried utility relocation plans.

The WY Department of Environmental Quality (DEQ) administers grants from Clean Water Act Section 319 to help fund implementation projects to reduce nonpoint source pollution. From DEQ's Water Quality Division website:

On a competitive basis, Clean Water Act Section 319 funds to reduce nonpoint source pollution are available to public and private entities, including local governments, cities, counties, school systems, colleges and universities, nonprofit organizations, state agencies, federal agencies, watershed groups, for-profit groups, and individuals. Awards to individuals are limited to demonstration projects. Nonpoint source pollution is pollution which results from runoff of contaminants into surface waters or infiltration of contaminants into groundwater. It is generally associated with human land use activities such as agriculture, construction, mineral exploration, recreation, timber harvesting, and urban development. Section 319 grant funds are primarily directed towards "on-the-ground" watershed restoration or protection projects.

The stormwater treatment unit this grant would support is located on Broadway, shown at the bottom right of FIGURE 1. This unit will treat stormwater runoff from over 32 acres of Town, shown as the blue boundary in the EXHIBIT (also attached). The stormwater unit is currently proposed in the 10-year CIP for construction in FY23. If awarded this grant, staff proposes constructing this unit in FY21, depending on outcomes of other funding sources and alignment with other capital and private development projects. If awarded, in order to meet grant requirements this project must be completed by December 2024.

The Town's 319 grant application form is attached, with most of the required information included as of the date this Council meeting agenda packet was due. Items not completed are in progress and will be included in the submittal. The dollar amounts therein (total project cost and requested grant amount) are subject to change pending final cost estimate, but will also be included in the submittal. Final proposals for this year's 319 funds are due September 20, 2019.

COMPREHENSIVE PLAN ALIGNMENT

This project supports the Town Comprehensive Plan under Common Value #1- Ecosystem Stewardship.

- Principle 1.2: Preserve and Enhance Water and Air Quality
 - o Policy 1.2.a: Buffer waterbodies, wetlands, and riparian areas from development
 - o Policy 1.2.b: Require filtration of runoff
 - o Policy 1.2.c: Monitor and maintain water quality
- Strategy 1.2.S.2: Evaluate and update surface water filtration standards, focusing on developed areas near important waterbodies.

This project supports the Town Comprehensive Plan under Common Value #2- Growth Management.

- Principle 3.3: Manage growth predictably and cooperatively
- Principle 3.5: Manage local growth with a regional perspective
- Principle 4.4: Enhance civic spaces, social functions, and environmental amenities to make Town a more desirable Complete Neighborhood [negative impact – channelizing the creek takes an environmental amenity away from the public because it is no longer seen or experienced in the Town setting.]

This project supports the Town Comprehensive Plan under Common Value #3- Quality of Life.

- Principle 8.1: Maintain current, coordinated service delivery
- Principle 8.2: Coordinate the provision of infrastructure and facilities needed for service delivery

STAKEHOLDER ANALYSIS

Stakeholders of this treatment unit include the Town of Jackson organization, residents, visitors, downstream Flat Creek communities, and wildlife that inhabits or otherwise relies on Flat Creek.

FISCAL IMPACT

There is no cost to apply for the grant, other than the required staff time to coordinate and submit the application and (if awarded) administering use of funds and compliance with the terms of the grant. The stormwater treatment unit this grant would support, in part or in full, is included in the 10-year CIP capital project cost estimate for the remaining phases/components of the Cache Creek Tube; therefore, any award will reduce the necessary budget funding to complete this portion of the project.

The total project cost for this treatment unit is currently estimated at \$200,000. Staff is requesting funding by this grant for 60% of project cost (\$120,000) with a required Town match of 40% (\$80,000). The State may award the requested amount in part or in full. These dollar values may change slightly for the application submittal, pending final project cost estimate.

STAFF IMPACT

The grant application, presentation to DEQ, and (if awarded) administration, tracking, and reporting would normally require significant time from the Public Works Director and Engineering staff. However, Teton Conservation District is assisting with the application, and Jorgensen Associates is assisting with both the application and (if awarded) tracking and reporting. This significantly reduces the need for staff time contributions.

LEGAL REVIEW

The Legal Department has not yet reviewed this grant application but will be engaged once the application is complete and for any subsequent related needs.

ATTACHMENTS

- FIGURE 1: Proposed Cache Creek Tube Realignment phases
- EXHIBIT (drainage boundary map)
- FY2020 Section 319 Grant Application

RECOMMENDATION

Staff recommends submitting this application because, if awarded, it will offset budget expenditures for the project by securing a portion of project funding from DEQ.

SUGGESTED MOTION

I move to approve staff completion and submittal of the 319 grant application to help fund one of the planned Cache Creek Tube treatment units.

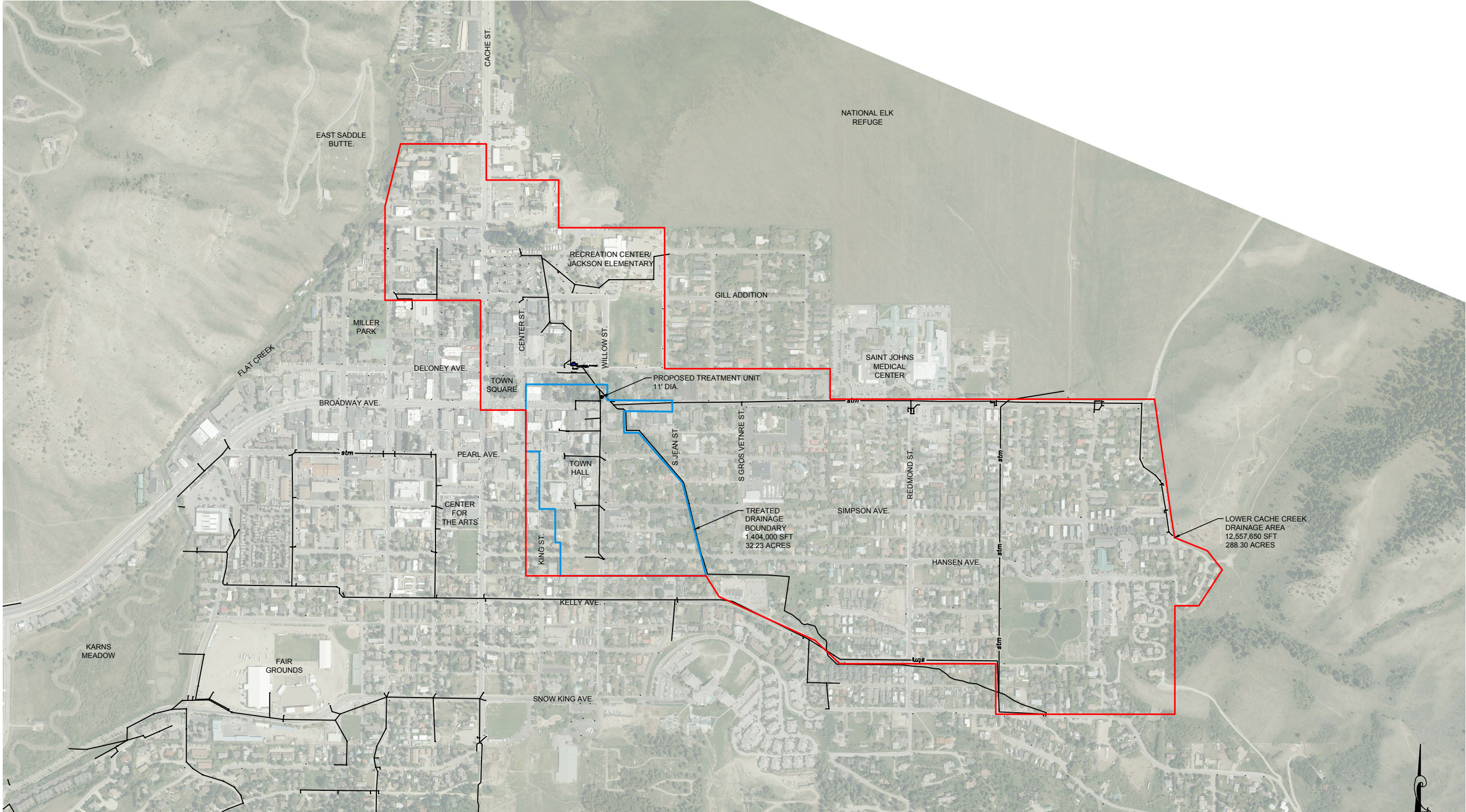


PUBLIC WORKS DEPARTMENT
Engineering Division

450 West Snow King Ave. ph: (307) 733-3079
P.O. Box 1687 fax: (307) 734-1664
Jackson, WY 83001 www.jacksonwy.gov

FIGURE 1. PROPOSED CACHE CREEK TUBE PROJECT PHASES AND PROPOSED PROJECTS IN THE VICINITY





PROJECT TITLE:
CACHE CREEK TUBE
BROADWAY AND WILL TREATMENT
TOWN OF JACKSON
450 W. SNOWKING AVE
JACKSON, WY 83001

SHEET TITLE:
BROADWAY AND WILLOW DRAINAGE
BOUNDARY

DRAFTED BY:	JK
REVIEWED BY:	AP
PLAN VERSION	DATE
EXHIBIT	09.11.2019

PROJECT NUMBER
18063
SHEET
EXHIBIT

WYOMING DEPARTMENT OF ENVIRONMENTAL QUALITY

Water Quality Division

Nonpoint Source Program

FY2020 Section 319 Grant Application



*This form should be completed for projects applying for FY2020 **Section 319** grant funding (Request for Proposals issued in July 2019 for funding that will be available in the spring/summer of 2020).*

*Please review application guidance material (**Section 319 RFP Memorandum**) posted at <http://deg.wyoming.gov/wqd/non-point-source/resources/grant-resources/> to make sure you understand eligibility requirements, program priorities, and other requirements for submitting an application. Please complete all fields in the form below.*

PROJECT TITLE: *Please enter a BRIEF title for your project.*

Willow Street Branch Stormwater Treatment Unit

PROJECT SYNOPSIS: *Please briefly describe your project and what you hope to accomplish in 1-5 sentences, using popular (non-technical) writing style; this synopsis will be used in program reports and outreach material.*

The Town of Jackson (ToJ) has embarked on a multimillion dollar stormwater system realignment and upgrade for the Cache Creek Tube, _____(volume or area) of stormwater in the northern portion of Jackson. This grant application seeks funding for a stormwater treatment unit for the Willow Street Branch of the Cache Creek Tube system. This treatment unit will improve the water quality from ____acres of urban area in the Town of Jackson, prior to its discharge to a section of Flat Creek which is impaired, in part, due to urban stormwater runoff.

APPLICANT INFORMATION: *Please provide contact information for the entity that will sponsor the project and be responsible for project management and grant administration activities.*

Organization Name Town of Jackson, Wyoming

Primary Contact Name Floren Poliseo **Title** Public Works Director

Street Address PO Box 1687

City Jackson **State** Wyoming **ZIP** 83001

Phone 307-733-3079 **E-mail** fpoliseo@jacksonwy.gov

PROJECT LOCATION: *Please provide information about the project location and waterbodies impacted. For latitude and longitude, pick a representative location for your project and enter in decimal degrees.*

Latitude 43.479584 **Longitude** -110.758921 **County(ies)** Teton

Watershed Name(s) Flat Creek and Cache Creek Watershed, within the Greys-Hoback Watershed (HUC 8) **HUC 8(s)** 17040103

List names of the waterbodies impacted by this project. If this is a ground water project, list the aquifer(s) impacted. Flat Creek and Cache Creek, which flow to Snake River

Are any of the above waterbodies impaired? If yes, please describe the impairments (pollutants and extent). See Section 319 RFP Memorandum for more information about impaired waterbodies. Flat Creek is impaired due to habitat alteration and turbidity from the upstream extent of ToJ to Snake River confluence. Stormwater is a primary concern.

☒ A project map(s) showing sufficient detail to understand where the project is located in the state, where the project is located in relation to impacted waterbodies, and other factors relevant to the project (e.g., watershed boundary, land use, land ownership, major landmarks, proposed BMPs, etc.) is attached to this application in PDF format. Please limit map attachment page sizes to 8.5 x 11" (standard letter).

PROJECT TYPE: <i>Please check all that apply.</i>			
☒ BMP Implementation	☐ Groundwater	☐ Outreach/Education	☐ Watershed Planning
☐ Technical Assistance	☐ Water Quality Monitoring	☐ Other	
POLLUTANT SOURCES ADDRESSED: <i>Please check all that apply.</i>			
☐ Agricultural-Cropland	☐ Agricultural-Livestock	☒ Urban Runoff	☐ Stream Channel Instability
☐ Septic Systems	☐ Timber Harvesting/Forestry	☐ Wildlife Management	☐ Resource Extraction
☐ Recreation	☒ Roads	☐ Other	
POLLUTANTS ADDRESSED: <i>Please check all that apply.</i>			
☐ Bacteria/Pathogens	☐ Nutrients	☐ Temperature	☒ Sediment
☒ Oil and Grease	☐ Pesticides	☐ Selenium	☐ Metals
☐ Low Dissolved Oxygen	☒ Hydrocarbons	☐ Other	
PROJECT TIMEFRAME: <i>Please indicate a desired start and end date for the project. Note that FY2020 funds will not be available until the spring/summer of 2020, with timelines ultimately dependent on approval of federal budgets. All projects must be completed no later than December 31, 2024.</i>			
Start Date	July 2020 (approximate)	End Date	June 2021

PROJECT PURPOSE: <i>Please describe the purpose of and need for this project. What is the water quality problem that will be addressed? Why is this project important for water quality and Wyoming? What are the project's goals?</i> What is the water quality problem that will be addressed? According to the Wyoming Department of Environmental Quality (WDEQ), Flat Creek has remained 'threatened' on the state's 303(d) list since 1996. This impairment resulted from monitoring that showed, in part, that stormwater runoff into Flat Creek a greater than 10 NTU increase. Since, a Watershed Management Plan has been written, revised, and numerous projects have been undertaken to reduce stormwater loading to Flat Creek. In addition to sediment and turbidity monitoring, biological monitoring has shown that water quality is degraded in Flat Creek. Why is this project important for water quality and Wyoming? To address water quality concerns, ToJ has integrated water quality treatment into stormwater infrastructure projects. This is true for the Cache Creek Tube project, which realigns this major stormwater conveyance within right-of-ways, sizes the system for a ___yr storm event, and adds treatment units to untreated portions that tie into this main line. By adding treatment prior to branch tie-ins, higher levels of treatment can be attained with less dollars spent. Treatment unit installation is best completed in conjunction with the larger construction project on the Cache Creek Tube for many reasons, and the Willow Street treatment unit has quickly become a priority. Although there are many routes to reduce stormwater inputs to Flat Creek, the Willow Street treatment unit presents a timely opportunity to address untreated stormwater that enters Flat Creek very near the upstream extent of the impaired reach. What are the project's goals? The projects goals are straightforward, although realigning a new stormwater conveyance within existing, buried communication, sewer, and water lines is anything but. Our goal is to add sediment and hydrocarbon treatment to a currently untreated stormwater conveyance that captures urban runoff within ToJ.

PROJECT SCOPE: *What will this project DO to address the water quality problem(s) identified above and achieve the project goals?*

This project will reduce the sediment and hydrocarbon load delivered to Flat Creek via our stormwater conveyance system. This single unit will eliminate ____% of the sediment load, and ____% of the oil, grease, and hydrocarbon load. This treatment unit will require long-term maintenance with a vacuum truck.

Adding treatment to the stormwater conveyance system, where it does not exist, presents one of the primary tools that local government has to directly address Flat Creek's impairment.

PROJECT PLANS: *Describe any planning documents that this project will help implement (e.g., watershed-based plans, Total Maximum Daily Loads, etc.). Please make sure you understand watershed-based planning requirements for Section 319 funding; not meeting these requirements may disqualify you for funding (see Section 319 RFP Memorandum, page 4).*

The Wyoming Department of Environmental Quality approved Flat Creek Watershed Management Plan (2006) clearly calls for the implementation of treatment along the ToJ stormwater system. Table 7 on page 31 includes the following text, "#2 Perform maintenance and improvements to stormwater collection system – Priorities identified are Cache Creek and Kelly Tube". Within this plan, the estimated cost is \$200,000 and 319 funds were identified as a funding route.

The Revised Flat Creek Watershed Management Plan (2019), which is in press and has not yet been approved by WDEQ, also identifies proposed stormwater treatment infrastructure projects. Table 7 on page 38 includes the following proposed actions, "Install stormwater infrastructure point source BMPs (drop in storm grate filters, stormceptor vaults)." This language highlights implementation of all opportunities for 'in-line' stormwater treatment unit installation.

The location of this stormwater unit was also identified in the 2001 Town of Jackson Stormwater Master Plan (Nelson Eng.). Newer engineering plans for the Cache Creek Tube Project provide 90% design specifications for this unit.

PROJECT OUTCOMES: *Please describe the outcomes of the project. Be specific rather than general and as quantitative as possible. What are the specific project deliverables? What is the benefit to water quality in measurable, tangible terms? Describe pollutant load reduction estimates where possible.*

Impervious, urban areas within the ToJ often drain to stormwater conveyance systems, prior to discharge to Flat Creek. The Cache Creek Tube is one of largest conveyance systems in the Town of Jackson, conveying ____ area (____%) within the town boundary, with many of its branches being untreated. Because this conveyance system also carries a portion of Cache Creek's flow, treatment units along the mainline would need to be sized so large that they become unfeasible. Willow Street is an urban area, that drains to an untreated branch of the Cache Creek Tube. Treatment of this branch prior to its tie-in will provide an estimated ____% reduction in sediment, and a ____% reduction in hydrocarbons that would otherwise discharge directly to the top of the impaired reach of Flat Creek.

Another tangential outcome of this project is the realignment of the

PROJECT EVALUATION: *Please describe how you will evaluate whether this project successfully met its outcomes and provided the intended deliverables. In particular, describe how you will evaluate whether water quality has been improved by this project (e.g., monitoring, modeling, photopoints, etc.). Please see the Section 319 RFP Memorandum for more information on monitoring. Describe how pollutant load reduction estimates will be obtained for projects implementing BMPs. Evaluation methods for any information/education activities should also be identified.*

- Final completion of stormwater infrastructure construction
- monitoring (volumetric sediment quantity), (Flat Creek Sampling and Analysis Plan, USGS sediment)
- When an project is complete in the Watershed Plan and is no longer a proposed activity, but is instead a completed activity.

PARTNERSHIPS: *Please list project partners and describe what their contributions will be. Contributions include financial support, technical assistance, volunteer service, supplies/equipment, and any other activities that will contribute to the success of the project.*

PARTNER	CONTRIBUTIONS
Teton Conservation District	grant application assistance, technical assistance, ongoing water quality monitoring

OUTREACH AND EDUCATION: *Please describe any outreach or education activities associated with your project. How can your project help raise awareness of water quality and reducing nonpoint source pollution?*

Flows to Creek FIsh Stamps
 Larger efforts to educate the community about Cache Creek.
 Karns Meadow Stormwater signage

PAST PROJECT HISTORY: *If you have sponsored Section 205(J) or 319 grant projects in the past, please identify those projects and provide a brief description along with the date started and date completed. If you are currently sponsoring other Section 205(J) or 319 projects, please identify those projects and indicate a timeline for completion of those projects. If you have not sponsored a past Section 205(J) or 319 grant project, please describe your entity's general experience with grants management.*

Flat Creek Watershed Management Plan
Karns Stormwater Treatment Wetland

GREATER SAGE GROUSE CORE AREA (SGCA) PROTECTION: *Select the option that best describes your project. See Section 319 RFP Memorandum for more information.*

- ☐ Some part of my project does fall within a SGCA and I have contacted the Wyoming Game and Fish Department (WGFD) for a consultation. **A letter from the WGFD confirming consistency with the Executive Order is attached.**
- ☒ No part of my project falls within a SGCA. No additional requirements. Complete and submit your proposal.
- ☐ There will be no land-disturbance associated with this project. No additional requirements. Complete and submit your proposal.

OTHER INFORMATION: *Please provide any other information not captured in rest of this application that you think is important to know about your project.*

Future phases that include significant expenditures and additional treatment.
Stormwater planning

PROJECT FUNDING: *Please complete the fields below to help us understand project costs. Round values to the nearest dollar amount.*

A. Amount of funding requested from DEQ	\$ 120000	Enter the amount of federal Section 319 grant funding requested from DEQ.
B. Private, Local, or State Funding Contribution (Non-Federal Match)	\$ 80000	Enter the value of non-federal match contributions to the project from private, volunteer, local, or state sources. Non-federal match can include cash match or in-kind contributions. <u>At least 40% of the NPS Project Cost (Item C) must be non-federal match.</u> Match contributions should include only those expenses that will be incurred during the same time period as the 319 project. Please see the guidance material for more information about match requirements and tips on quantifying and calculating match.
C. NPS Project Cost	\$ 200000	This is the sum of A and B above.
D. Other Federal Funds Contribution	\$	Enter the value of any other federal contributions to the project. This could be other federal funding sources (e.g., NRCS-EQIP, BLM, USFS) and/or contributions of federal employee staff time. You are not required to have an "other federal funds" contribution to the project but it should be noted if applicable.
E. Total Project Cost	\$ 200000	This is the sum of C and D above.

BUDGET JUSTIFICATION:				
COST CATEGORY	319 Funds	Non-Federal Match Funds	Other Federal Funds	Description/Explanation
	<i>In this column, enter the amount of 319 funds to be used for each of the following four categories.</i>	<i>In this column, enter the amount of non-federal match funds to be used for each of the following four categories.</i>	<i>In this column, enter the amount of other federal funds to be used for each of the following four categories.</i>	<i>In this column, provide a <u>brief</u> description of major expenses for each category. If non-federal match funds will be used, identify the source of the match (e.g., WDA funds, landowner in-kind match, etc.)</i>
Personnel/ Labor	\$	\$	\$	
Supplies/ Equipment	\$ 30000	\$50000	\$	ToJ purchases unit outright
Contractual	\$	\$ 30000	\$	Deisgn/eng and contract admin
Other	\$ 90000	\$	\$	Excavation, placement of unit, tie-in, surface restoration, traffic control
Totals	\$ 120000 (this value should equal Item A above)	\$ 80000 (this value should equal Item B above)	\$ 0 (this value should equal Item D above)	PLEASE NOTE! Costs for project administration activities (grants management, reporting, budget tracking, indirect costs, etc.) will be limited as follows: 1) 319 funds used for administration activities must not exceed 10% of the total 319 funding award and 2) total funds used for administrative activities must not exceed 10% of the NPS Project Cost. If your project is recommended for funding, DEQ will work with you to ensure this requirement is met.

CERTIFICATION AND SIGNATURE: Please contact Jennifer Zygmunt, DEQ NPS Program Coordinator, with any questions regarding the statements below; 307-777-6080 or jennifer.zygmunt@wyo.gov.

By checking the boxes and signing below, I certify the following:

- ☐ I have reviewed grant application guidance material (Section 319 RFP Memorandum) posted on the NPS Grants Resources website: <http://deq.wyoming.gov/wqd/non-point-source/resources/grant-resources/>.
- ☐ I understand that, if recommended for funding, I will be required (with assistance from DEQ) to prepare a more detailed Project Implementation Plan and budget justification before funding will be awarded.
- ☐ I understand that Section 319 grants are reimbursement grants only; funding will only be provided as reimbursement for completed eligible activities. Funding cannot be provided in advance of work being completed.
- ☐ I understand that, if recommended for funding, project activities are not reimbursable until a cooperative agreement or memorandum of agreement between DEQ and the sponsoring entity has been signed by all required parties. I understand that non-federal match can only be accrued during the time this agreement is active plus up to 60 days prior to its effective date (date the agreement is signed by all parties).
- ☐ I understand that, if recommended for funding, final funding award amounts and the timing of release of those funds will be dependent on approval of the final federal 319 budget for FY2020.
- ☐ I understand that, if awarded funding, I will be required to submit quarterly reimbursement requests/progress reports, annual progress reports, an annual Minority Business Enterprise/Women Business Enterprise form, and a final project report.
- ☐ I understand that information submitted as part of a Section 319 project is public information subject to public requests for information; it is my responsibility to ensure compliance with the Wyoming Public Records Act.
- ☐ I understand that it is my responsibility to identify any environmental permits that are needed to complete this project and my agency or organization commits to obtaining all necessary permits prior to implementation.
- ☐ I will mail (postmark) or hand-deliver 14 stapled hard copies of this signed application form, project map(s), and Sage Grouse Core Area consultation letter (if applicable) to Jennifer Zygmunt, DEQ/Water Quality Division, 200 W. 17th St., Cheyenne, WY 82002 no later than 5 pm MST on Friday, September 20, 2019.
- ☐ I will also submit an electronic copy of this application form, project map(s), and Sage Grouse Core Area consultation letter (if applicable) in PDF format to Jennifer Zygmunt, DEQ NPS Program Coordinator, at jennifer.zygmunt@wyo.gov by 5 pm MST on Friday, September 20, 2019). A signature is not required on the electronic copy of the Application Form.

Signature

Date

Printed Name

Title



TOWN OF JACKSON

AGENDA DOCUMENTATION

SUBMITTING DEPARTMENT: Public Works

PRESENTER: Floren Poliseo, Public Works Director

MEETING DATE: September 16, 2019

SUBJECT: Grant Application for Stormwater Management Program Planning

STATEMENT/PURPOSE

The purpose of this item is for the Town Council to review and approve a grant application from the Public Works Department to the Wyoming Department of Environmental Quality to aid in funding the planning and development of a comprehensive Town of Jackson Stormwater Management Program.

BACKGROUND/ALTERNATIVES

Many organizations and members of the Jackson community are interested in the water quality of Flat Creek, Cache Creek, and Spring Creek. Several action plans have been formed and implemented to date. The Town of Jackson set forth a stormwater plan in 2001, and other stakeholders have produced plans that include recommended actions by the Town. An overview of the status of the Town's efforts on these various plans was provided at the February 19, 2019 Town Council Workshop. At this Workshop, Council directed staff to progress toward a scope or outline for a Town of Jackson Stormwater Management Plan, determine a course of action, and as funding is identified working with Council on these efforts.

The Town Public Works Department has since drafted a Work Plan for developing a Stormwater Management Program, and coordinated with other Town, County, and Joint Departments, and the Teton Conservation District to identify what aspects of the Work Plan require consultant assistance. Additionally, an update regarding this Work Plan was presented at the Town Council Workshop held earlier today (September 16, 2019). Public Works anticipates issuing an RFP in late winter or early spring to hire a consultant to help develop the Stormwater Management Program. The approved FY20 budget includes funds for this effort, and staff is actively seeking additional partner and grant funding.

The WY Department of Environmental Quality (DEQ) administers grants from Clean Water Act Section 205j to help fund water quality management planning efforts. These grants are available to cities, towns, counties, and conservation districts on a competitive basis. The Town's 205j grant application form is attached, with most of the required information included as of the date this Council meeting agenda packet was due. Items not completed are in progress and will be included in the submittal. Final proposals for this year's 205j funds are due September 20, 2019. If awarded this grant, the project must be completed by September 30, 2022.

COMPREHENSIVE PLAN ALIGNMENT

This project supports the Town Comprehensive Plan under Common Value #1- Ecosystem Stewardship.

- Principle 1.1: Maintain healthy populations of all native species
 - Policy 1.1.a: Protect focal species habitat based on relative critical value
 - Policy 1.1.e: Understand the impacts of development on wildlife and natural resources
 - Policy 1.1.f: Require mitigation of unavoidable impacts to habitat:
 - Policy 1.1.g: Encourage restoration of degraded areas
- Principle 1.2: Preserve and Enhance Water and Air Quality
 - Policy 1.2.a: Buffer waterbodies, wetlands, and riparian areas from development
 - Policy 1.2.b: Require filtration of runoff
 - Policy 1.2.c: Monitor and maintain water quality
- Principle 1.4: Protect and steward open space
 - Policy 1.4.a: Encourage non-development conservation of wildlife habitat

- o Policy 1.4.d: Establish a funding source for open space
- o Policy 1.4.e: Conserve open space to promote responsible use of public lands
- Strategy 1.2.S.2: Evaluate and update surface water filtration standards, focusing on developed areas near important waterbodies.

This project supports the Town Comprehensive Plan under Common Value #2- Growth Management.

- Principle 3.1: Direct growth out of habitat, scenery and open space
- Principle 3.4: Limit development in naturally hazardous areas
 - o Policy 3.4.a: Protect development against flooding
- Principle 3.5: Manage local growth with a regional perspective
 - o Policy 3.5.b: Strive not to export impacts to other jurisdictions in the region
 - o Policy 3.5.c: Maintain control over our own community vision
- Principle 4.4: Enhance civic spaces, social functions, and environmental amenities to make Town a more desirable Complete Neighborhood
 - o Policy 4.4.d: Enhance natural features in the built environment

This project supports the Town Comprehensive Plan under Common Value #3- Quality of Life.

- Principle 6.1: Measure prosperity in natural and economic capital
 - o Policy 6.1.b: Promote eco-tourism
- Principle 8.1: Maintain current, coordinated service delivery
 - o Policy 8.1.a: Maintain current, coordinated plans for delivery of desired service levels
- Principle 8.2: Coordinate the provision of infrastructure and facilities needed for service delivery
 - o Policy 8.2.c: Require mitigation of the impacts of growth on service levels

STAKEHOLDER ANALYSIS

Stakeholders of a Town of Jackson Stormwater Management Program include the Town of Jackson organization, residents, and visitors; partnering entities (Teton Conservation District, Teton County and Joint Departments, relevant community groups and nonprofits, etc.); downstream Flat Creek communities; wildlife that inhabits or otherwise relies on Flat Creek, Cache Creek, and Spring Creek; and businesses that rely on the health of these wildlife and surface waters.

FISCAL IMPACT

There is no cost to apply for the grant, other than the required staff time to coordinate and submit the application and (if awarded) administering use of funds and compliance with the terms of the grant. The Program planning and development efforts this grant would support, in part or in full, are included in the adopted FY20 budget and projected FY21 budget request. However, consultant costs are yet unknown so any award will either reduce the necessary budget funding to complete the project or prevent budget overruns if bids come in higher than the budgeted amount.

Staff is requesting \$40,000 of DEQ funding through this grant, with a Town match of \$125,000 in the adopted FY20 budget. The State may award in part or in full.

STAFF IMPACT

The grant application, presentation to DEQ, and (if awarded) administration, tracking, and reporting would normally require a moderate amount of time from the Public Works Director. However, Teton Conservation District is assisting with the grant application, and (if awarded) the Town's hired consultant would assist with tracking and reporting. This reduces the need for staff time contributions.

LEGAL REVIEW

The Legal Department has not yet reviewed this grant application but will be engaged once the application is complete and for any subsequent related needs.

ATTACHMENTS

- FY2020 Section 205j Grant Application

RECOMMENDATION

Staff recommends submitting this application because, if awarded, it will reduce the Town's necessary expenditures for the project by securing a portion of project funding from DEQ.

SUGGESTED MOTION

I move to approve staff completion and submittal of the 205j grant application to help fund planning and creation of the Town's Stormwater Management Program.

WYOMING DEPARTMENT OF ENVIRONMENTAL QUALITY

Water Quality Division

Nonpoint Source Program

FY2020 Section 205(J) Grant Application



*This form should be completed for projects applying for FY2020 **Section 205(J)** grant funding (Request for Proposals issued in July 2019 for funding that will be available in the spring/summer of 2020). Please review application guidance material (**Section 205(J) RFP Memorandum**) posted at <http://deg.wyoming.gov/wqd/non-point-source/resources/grant-resources/> to make sure you understand eligibility requirements, program priorities, and other requirements for submitting an application. Please complete all fields in the form below.*

PROJECT TITLE: Please enter a BRIEF title for your project.

Town of Jackson Stormwater Management Program Plan

PROJECT SYNOPSIS: Please briefly describe your project and what you hope to accomplish in 1-5 sentences, using popular (non-technical) writing style; this synopsis will be used in program reports and outreach material.

Many organizations and members of the Jackson community are interested in the water quality of three creeks in town: Flat, Cache, and Spring. The Town of Jackson (ToJ) set forth a stormwater master plan in 2001, and other stakeholders have produced plans that recommend actions by the Town. Town Council directed staff to develop a Town of Jackson Stormwater Management Plan and identify funding sources. This updated plan is intended to set goals and future priorities, and provide clear direction for identifying implementation projects. Based off of Clean Water Act Minimum Control Measures, this plan will modernize our stormwater program by tying together existing stormwater planning and infrastructure projects, and provide suggestions for zoning and code updates and pollution source control measures.

APPLICANT INFORMATION: Please provide contact information for the entity that will sponsor the project. This entity will be responsible for project management and grant administration activities.

Organization Name Town of Jackson

Primary Contact Name Floren Poliseo **Title** Public Works Director

Street Address PO Box 1687

City Jackson **State** WY **ZIP** 83001

Phone 307-733-3079 **E-mail Address** fpoliseo@jacksonwy.gov

PROJECT LOCATION: Please provide information about the project location and waterbodies impacted. For latitude and longitude, pick a representative location for your project and enter in decimal degrees.

Latitude N: 43.47825° **Longitude** W: 110.75974° **County(ies)** Teton

Watershed Name(s) Flat Creek, Cache Creek, and Spring Creek Watershed **HUC 8(s)** 17040103 (Greys-Hoback)

List names of the waterbodies associated by this project. If this is a ground water project, list the aquifer(s) associated with the project. Flat Creek, Cache Creek, and Spring Creek, which flow to Snake River

Are any of the above waterbodies impaired? If yes, please describe the impairments (pollutants and extent). See Section 205(J) RFP Memorandum for more information about impaired waterbodies. Flat Creek is impaired due to habitat alteration and turbidity from the upstream extent of ToJ to Snake River confluence. Urban stormwater is listed as pollution source.

☒ A project map(s) showing sufficient detail to understand where the project is located in the state, where the project is located in relation to associated waterbodies, and other factors relevant to the project (e.g., watershed boundary, land use, land ownership, major landmarks, etc.) is attached to this application in PDF format. Please limit map attachment page sizes to 8.5 x 11" (standard letter).

POLLUTANT SOURCES ADDRESSED: *Please check all that apply.*

☐ Agricultural-Cropland	☐ Agricultural-Livestock	☒ Urban Runoff	☒ Stream Channel Instability
☐ Septic Systems	☐ Timber Harvesting/Forestry	☐ Wildlife Management	☐ Resource Extraction
☒ Recreation	☒ Roads	☒ Other	If Other, specify: lawns, pets, constructi

POLLUTANTS ADDRESSED: *Please check all that apply.*

☒ Bacteria/Pathogens	☒ Nutrients	☐ Temperature	☒ Sediment
☒ Oil and Grease	☒ Pesticides	☐ Selenium	☒ Metals
☐ Low Dissolved Oxygen	☒ Hydrocarbons	☐ Other	If Other, specify:

PROJECT TIMEFRAME: *Please indicate a desired start and end date for the project. Note that FY2020 funds will not be available until the spring/summer of 2020, with timelines ultimately dependent on approval of federal budgets. All projects must be completed no later than September 30, 2022.*

Start Date	May 2020 (approximate)	End Date	June 2021
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PROJECT PURPOSE: *Please describe the purpose of and need for this project. What is the water quality problem and why is planning/assessment work needed? Why is this project important for water quality and Wyoming? What are the project's goals?*

-Water quality problem: Flat Creek has remained 'threatened' on the 303(d) list since 1996. Urban stormwater runoff is the identified source. While the Conservation district wrote and updated a Watershed Management Plan, ToJ needs a comprehensive plan that addresses its stormwater contributions.

-Need for planning: ToJ set forth a stormwater master plan in 2001, and other stakeholders issued plans that include recommended actions by the Town. Many of these initiatives have been completed, but ToJ needs to create a fresh, comprehensive strategy that encompasses an updated approach to the common goals and ideals of the prior plans.

-Project importance: Producing a comprehensive program for the Town: reduces pollution contributions, increases success of community partners, protects natural assets and the ecosystems they support, benefits downstream communities and the region at large, aligns stormwater initiatives with other capital needs, and proactively and voluntarily implements Clean Water Act Minimum Control Measures.

-Project goals: 1) Improve/protect the health of creeks and wildlife habitat. 2) Reduce capital costs while providing increased pollution control. 3) Achieve the established criteria for the creeks' designated uses to avoid more stringent future regulation.

PROJECT SCOPE: *What will this project DO to address the problem(s) identified above and achieve the project goals?*

The result of this planning project will be a comprehensive stormwater management program for the Town of Jackson. The new program will include the following elements which prioritize controlling pollutants at their source, identify the necessary resources for each, and propose an implementation timeline/phasing.

-Public education/outreach and involvement/participation: identify pollutants of concern and likely sources, and develop a strategy for educating residents, businesses, and visitors on the concerns and what they can do to help reduce pollution entering the Town's stormwater system.

-Mapping: inventory and complete a geodatabase (GIS) of outfalls to creeks in town, the storm drainage system, and drainage areas to each outfall.

-IDDE: evaluate effort and cost involved in establishing an illicit discharge detection and elimination program, and determine feasibility, and if feasible an appropriate timeline to implement.

-Construction/post-construction: review and update land development regulations, erosion and sediment control requirements and/or enforcement, and capital project design and construction standard practices; and evaluate green infrastructure program options.

-PP/GH: develop a pollution prevention/good housekeeping strategy and identify ways the Town can improve its municipal operations and housekeeping practices to prevent pollution. (continued in PROJECT OUCOMES, next page...)

PROJECT OUTCOMES: *Please describe the outcomes of the project. Be specific rather than general and as quantitative as possible. What are the specific project deliverables? How will the outcomes of this project be used in the future to improve water quality?*

(...continued from PROJECT SCOPE)

- Industrial/commercial: develop a strategy to improve PP/GH practices of industrial/commercial properties that discharge pollutants to the stormwater system or creeks. Evaluate effectiveness and feasibility of voluntary, incentive, and regulatory program options. Review land development regulations for possible updates.
- Floatables: determine feasibility and effectiveness of options to capture trash in system or end-of-pipe, and develop policies and educational efforts to reduce floatables sources.
- Monitoring: Review existing monitoring programs and data collected to identify beneficial program enhancements or modifications.
- Metrics: Determine appropriate metrics to track that will effectively assess program progress/success over time.

OUTCOMES - Final result of this project will be a published ToJ Stormwater Management Program that will be used to subsequently implement programs and projects to meet the goals and initiatives set forth in the plan.

PROJECT EVALUATION: *Please describe how you will evaluate whether this project successfully met its outcomes and provided the intended deliverables.*

Obtaining Council approval of and publishing a completed Stormwater Management Program would indicate successful project completion for this step in the process. The metrics established in this new program will provide ongoing indicators of the program's success or need for modification over time. The program also will provide a framework or goals that foster identification of additional implementation projects (capital, operational, programmatic, and educational), which can be accounted for in periodic program status reports or future updates.

PARTNERSHIPS: *Please list project partners and describe what their contributions will be. Contributions include financial support, technical assistance, volunteer service, supplies/equipment, and any other activities that will contribute to the success of the project.*

PARTNER	CONTRIBUTIONS
Teton Conservation District	
Snake River Fund	
County and Joint Departments	

WATER QUALITY MONITORING: *If water quality monitoring will be conducted, provide a brief summary of the monitoring study objectives and design. Provide a description of the qualifications of the samplers who will be conducting the monitoring. Indicate the status of a Sampling and Analysis Plan and a Quality Assurance Project Plan for the project.*

Teton Conservation District currently conducts monitoring related to the creeks that the ToJ Stormwater Management Program supports. As mentioned in the project scope herein, this comprehensive program planning and development effort will review the current monitoring program and determine if adjustments should be made to meet our project objectives.

PAST PROJECT HISTORY: *If you have sponsored Section 205(J) or 319 grant projects in the past, please identify those projects and provide a brief description along with the date started and date completed. If you are currently sponsoring other Section 205(J) or 319 projects, please identify those projects and indicate a timeline for completion of those projects. If you have not sponsored a past Section 205(J) or 319 grant project, please describe your entity's general experience with grants management.*

Past projects:

Flat Creek Watershed Management Plan (319)

Karns Stormwater Treatment Wetland (319)

Other currently sponsored projects:

Willow Street Branch Stormwater Treatment Unit (319, applying this year)

OTHER INFORMATION: *Please provide any other information not captured in rest of this application that you think is important to know about your project.*

Several local newspaper articles have been published related to the Town's responsibility for stormwater runoff and contributions to the local creeks. Some point to the need for more comprehensive planning. The Town has also fielded comments on this subject, and our Town Council included Flat Creek water quality as a priority at its 2019 retreat. This effort to create an updated Town of Jackson Stormwater Management Program will address many of these public concerns in addition to the stated goals of the Town.

PROJECT FUNDING: Please complete the fields below to help us understand project costs. Round values to the nearest dollar amount.

A. Amount of funding requested from DEQ	\$ 40000	Enter the amount of federal Section 205(J) grant funding requested from DEQ.
B. Private, Local, or State Funding Contribution (Non-Federal Match)	\$ 125000	Enter the value of non-federal match contributions to the project from private, volunteer, local, or state sources. Non-federal match can include cash match or in-kind contributions. <u>At least 25% of the NPS Project Cost (Item C) must be non-federal match.</u> Match contributions should include only those expenses that will be incurred during the same time period as the 205(j) project. Please see the guidance material for more information about match requirements and tips on quantifying and calculating match.
C. NPS Project Cost	\$ 165000	This is the sum of A and B above.
D. Other Federal Funds Contribution	\$	Enter the value of any other federal contributions to the project. This could be other federal funding sources (e.g., NRCS-EQIP, BLM, USFS) and/or contributions of federal employee staff time. You are not required to have an "other federal funds" contribution to the project but it should be noted if applicable.
E. Total Project Cost	\$ 165000	This is the sum of C and D above.

BUDGET JUSTIFICATION: Round values to the nearest dollar amount.

COST CATEGORY	205(J) Funds <i>In this column, enter the amount of 205(J) funds to be used for each of the following four categories.</i>	Non-Federal Match Funds <i>In this column, enter the amount of non-federal match funds to be used for each of the following four categories.</i>	Other Federal Funds <i>In this column, enter the amount of other federal funds to be used for each of the following four categories.</i>	Description/Explanation <i>In this column, provide a brief description of major expenses for each category. If non-federal match funds will be used, identify the source of the match (e.g., WDA funds, landowner in-kind match, etc.)</i>
Personnel/ Labor	\$	\$	\$	
Supplies/ Equipment	\$	\$	\$	
Contractual	\$ 40000	\$ 125000	\$	Consultant services to conduct a significant portion of research & analysis, and provide options & recommendations for items the Town and its partners do not have adequate expertise or resources to complete.
Other	\$	\$	\$	
Totals	\$ 40000 (this value should equal Item A above)	\$ 125000 (this value should equal Item B above)	\$ 0 (this value should equal Item D above)	PLEASE NOTE! Costs for project administration activities (grants management, reporting, budget tracking, indirect costs, etc.) will be limited as follows: 1) 205(J) funds used for administration activities must not exceed 10% of the total 205(J) funding award and 2) total funds used for administrative activities must not exceed 10% of the NPS Project Cost. If your project is recommended for funding, DEQ will work with you to ensure this requirement is met.

CERTIFICATION AND SIGNATURE: Please contact Jennifer Zygmunt, DEQ NPS Program Coordinator, with any questions regarding the statements below; 307-777-6080 or jennifer.zygmunt@wyo.gov.

By checking the boxes and signing below, I certify the following:

- ☐ I have reviewed grant application guidance material (Section 205(J) RFP Memorandum) posted on the NPS Grants Resources website: <http://deq.wyoming.gov/wqd/non-point-source/resources/grant-resources/>.
- ☐ I understand that, if recommended for funding, I will be required (with assistance from DEQ) to prepare a more detailed Project Implementation Plan and budget justification before funding will be awarded.
- ☐ I understand that Section 205(J) grants are reimbursement grants only; funding will only be provided as reimbursement for completed eligible activities. Funding cannot be provided in advance of work being completed.
- ☐ I understand that, if recommended for funding, project activities are not reimbursable until a cooperative agreement or memorandum of agreement between DEQ and the sponsoring entity has been signed by all required parties. I understand that non-federal match can only be accrued during the time this agreement is active plus up to 60 days prior to its effective date (date the agreement is signed by all parties).
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- ☐ I understand that information submitted as part of a Section 205(J) project is public information subject to public requests for information; it is my responsibility to ensure compliance with the Wyoming Public Records Act.
- ☐ I understand that it is my responsibility to identify any environmental permits that are needed to complete this project and my agency or organization commits to obtaining all necessary permits prior to implementation.
- ☐ I will mail (postmark) or hand-deliver 14 stapled hard copies of this signed application form and project map(s) to Jennifer Zygmunt, DEQ/Water Quality Division, 200 W. 17th St., Cheyenne, WY 82002 no later than 5 pm MST on Friday, September 20, 2019.
- ☐ I will also submit an electronic copy of this application form and project map(s) in PDF format to Jennifer Zygmunt, DEQ NPS Program Coordinator, at jennifer.zygmunt@wyo.gov by 5 pm MST on Friday, September 20, 2019). A signature is not required on the electronic copy of the Application Form.

Signature

Date

Printed Name

Title



TOWN OF JACKSON

AGENDA DOCUMENTATION

SUBMITTING DEPARTMENT: Public Works

PREPARED BY: Brian Lenz, Town Engineer

MEETING DATE: September 16, 2019

PRESENTED BY: Public Works Staff

SUBJECT: Request to connect to the Town of Jackson Sewer, 1220 W Hwy 22 (P19-209)

STATEMENT/PURPOSE

The purpose of this item is for the Jackson Town Council to consider a formal request from the Mountain View Independent Baptist Church (the "Applicant") to connect their existing church and associated facilities located at 1220 W. Highway 22 to the Town of Jackson's wastewater collection / treatment systems.

BACKGROUND/ALTERNATIVES

The Applicant owns and operates a small church with two ancillary residences at 1220 West Highway 22. The property is currently located approximately 220 feet outside the Town of Jackson corporate limits. Annexation of the property to the south, north, and east of the property is underway. The Applicant is also considering annexation.

The Applicant currently has two onsite small wastewater systems that are reaching their service life or possibly failing. Average day sewer volume for the church is estimated at 500 gallons per day (gpd) with a maximum of 850 gpd, including the church, based on design volumes. The site receives its water from a private well located on the property.



ALTERNATIVES:

There are two alternatives for the Applicant:

1. Connect its wastewater to the Town's wastewater collection system; or,
2. Rebuild its on-site wastewater treatment systems.

If connection to the Town's system is allowed, Applicant accepts all responsibility for annual maintenance, repairs, upkeep and future replacement of its proposed wastewater improvements from the church to the Town's wastewater system. Also, it agrees to meet all required Wyoming DEQ and Town of Jackson standards relating to its wastewater systems operations, maintenance, and replacement. Applicant would agree to pay wastewater rates consistent with the adopted fee schedules of the Town of Jackson in Jackson Municipal Code §13.08.300, as amended.

COMPREHENSIVE PLAN ALIGNMENT

This project relates to the Town Comprehensive Plan under Common Value #1- Ecosystem Stewardship. Staff has provided the following sections of the Comprehensive Plan for consideration along with this request.

Common Value #1 – Ecosystem Stewardship

- Principle 1.2- Preserve and enhance water and air quality
 - Policy 1.2.c: Monitor and maintain water quality – *calls for monitoring cumulative impacts on water quality and the effectiveness of mitigation efforts and strive to exceed State and Federal requirements for quality and monitoring to enhance water quality in the area.*

STAKEHOLDER ANALYSIS

Per the Town of Jackson Municipal Code, the Town Council is the primary stakeholder in the wastewater collection / treatment systems. Additional stakeholders are residents of the Town of Jackson and Teton County, and existing water and sewer rate payers.

FISCAL IMPACT

The Applicant is responsible for all design, construction, operation, and maintenance costs to the point of connection with the Town's mains.

There is a one-time capacity fee that would be collected prior to connection that would be determined by the fees established in the Municipal Code at the time of application. Ongoing base and use fees would be collected as long as the connections and use continue, at rates established by the municipal code as amended, and subject to future rate changes.

When additional services are connected to the Town's sewer systems, there is a cumulative impact to the Town's operation and maintenance costs for the wastewater collection and treatment systems.

STAFF IMPACT

If approved, Town Engineering and Legal staff will work with Applicant to draft the connection and use agreement for final approval of Town Council. Staff estimates this will take approximately 10-20 hours.

Following drafting the initial agreements, additional impacts will include staff time for reviewing the permit application for compliance with Town construction standards and carrying out final inspections. Staff estimates this will take approximately an additional 10-15 hours.

The impact to the Town of providing wastewater service to the Applicant at this time is minimal, but contributes to the cumulative impact to Public Works staff who maintain the water supply and sewer systems as the Town continues to connect more customers both within and outside of Town limits.

LEGAL REVIEW

The Town Council has the authority to approve the connection of the Applicant to the Town's wastewater system. Should Council move to approve the sewer connection request, the Legal Department would draft a connection and use agreement for consideration by Council at a later date.

ATTACHMENTS

The Applicant's application and supporting documents.

RECOMMENDATION

Options for Town Council consideration:

1. Approve the proposed new permanent Wastewater Connection and direct staff to prepare Connection & Use Agreement for review and approval at a future meeting.
2. Approve and/or continue the proposed Wastewater Connection until after completion of the Town's proposed capacity study and the rate study and, only if, both studies evidence the connection will not adversely impact the Town of Jackson's existing wastewater collection / treatment systems;
3. Request additional time to review the Wastewater Connection as presented today and direct staff to place this item on a future Town Council Agenda.
4. Make a motion to approve the request and vote against the motion, thereby denying the application to connect at this time.
5. Other.

Currently staff recommends that council approve the Applicant's proposed connection to the Town's sewer collection / treatment systems.

SUGGESTED MOTION

I move to approve the proposed connection and direct staff to work with the applicant to draft the connection and use agreement to the Town sewer system for consideration by Council at a later date.



TOWN OF JACKSON PLANNING & BUILDING DEPARTMENT

TRANSMITTAL MEMO

Town of Jackson

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

Joint Town/County

- ☒ Parks and Recreation
- ☒ Pathways
- ☒ Housing Department

Teton County

- ☐ Planning Division

- ☐ Engineer
- ☐ Surveyor- *Nelson*
- ☐ Assessor
- ☐ Clerk and Recorder
- ☐ Road and Levee

State of Wyoming

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

Federal Agencies

- ☐ Army Corp of Engineers

Utility Providers

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

Special Districts

- ☒ START
- ☒ Jackson Hole Fire/EMS
- ☐ Irrigation Company

Date: August 29, 2019 Item #: P19-209 Planner: Tyler Valentine Phone: 733-0440 ext. 1305 Fax: 734-3563 Email: tvalentine@jacksonwy.gov Owner: MTN View Ind. Baptist Church – Carl 1220 W. Highway 22 Jackson, WY 83001 Applicant: Jorgensen Engineering - Thomas PO Box 9550 Jackson, WY 83002	REQUESTS: The applicant is submitting a request for a Sewer Hook Up located at 1220 W. Highway 22. For questions, please call Tyler Valentine at 733-0440, x1305 or email to the address shown below. Thank you.
Please respond by: September 10, 2019 (with Comments)	

RESPONSE: For Departments not using Trak-it, please send responses via email to: tstolte@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 _____	
<i>Please note: Applications received after 3 PM will be processed the next business day.</i>	

PROJECT.

Name/Description: BAPTIST CHURCH SEWER HOOK UP
Physical Address: 1220 HWY. 22 JACKSON, WY 83001
Lot, Subdivision: ? PIDN: ?

PROPERTY OWNER.

Name: MTN. VIEW IND. BAPTIST CHURCH Phone: 307-733-3604
Mailing Address: 1220 HWY. 22 JACKSON, WY ZIP: 83001
E-mail: MVBCJH@YAHOO.COM

APPLICANT/AGENT.

Name: THOMAS KIRSTEN Phone: 307-733-5150 OFFICE
Mailing Address: P.O. Box 9550 JACKSON, WY ZIP: 307-413-6504 CELL
E-mail: TKIRSTEN@JORGENG.COM 83002

DESIGNATED PRIMARY CONTACT. CARL OKSANEN SPOKESMAN 307-690-5870
☒ Property Owner ☐ Applicant/Agent CARLOKSANEN@MSN.COM

TYPE OF APPLICATION. Please check all that apply; review the type of application at www.townofjackson/200/Planning

Use Permit	Physical Development	Interpretations
☐ Basic Use	☐ Sketch Plan	☐ Formal Interpretation
☐ Conditional Use	☐ Development Plan	☐ Zoning Compliance Verification
☐ Special Use	☐ Design Review	Amendments to the LDRs
Relief from the LDRs	Subdivision/Development Option	☐ LDR Text Amendment
☐ Administrative Adjustment	☐ Subdivision Plat	☐ Map Amendment
☐ Variance	☐ Boundary Adjustment (replat)	Miscellaneous
☐ Beneficial Use Determination	☐ Boundary Adjustment (no plat)	☒ Other: <u>SEWER HOOK UP</u>
☐ Appeal of an Admin. Decision	☐ Development Option Plan	☐ 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 #: 8/27/19 10:00 AM Environmental Analysis #: NONE
Original Permit #: NONE Date of Neighborhood Meeting: NONE

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.

NONE 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.

* WAYNE WINTERS
Signature of Property Owner or Authorized Applicant/Agent
* Wayne Winters
Name Printed

* 8/28/19
Date
* Pastor.
Title

LETTER OF AUTHORIZATION

MTN. VIEW IND. BAPTIST CHURCH Owner" whose address is: _____

1220 Hwy. 22 JACKSON, WY 83001

(NAME OF ALL INDIVIDUALS OR ENTITY OWNING THE PROPERTY)

MTN. VIEW IND. BAPTIST CHURCH / WAYNE WINTERS, as the owner of property more specifically legally described as: _____

(If too lengthy, attach description)

HEREBY AUTHORIZES THOMAS KIRSTEN / JORGENSEN ASSOCIATES 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:

Wayne Winters

(SIGNATURE) (SIGNATURE OF CO-OWNER)

Title: Owner

(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 Wayne Winters this 28 day of August, 2019.

WITNESS my hand and official seal.

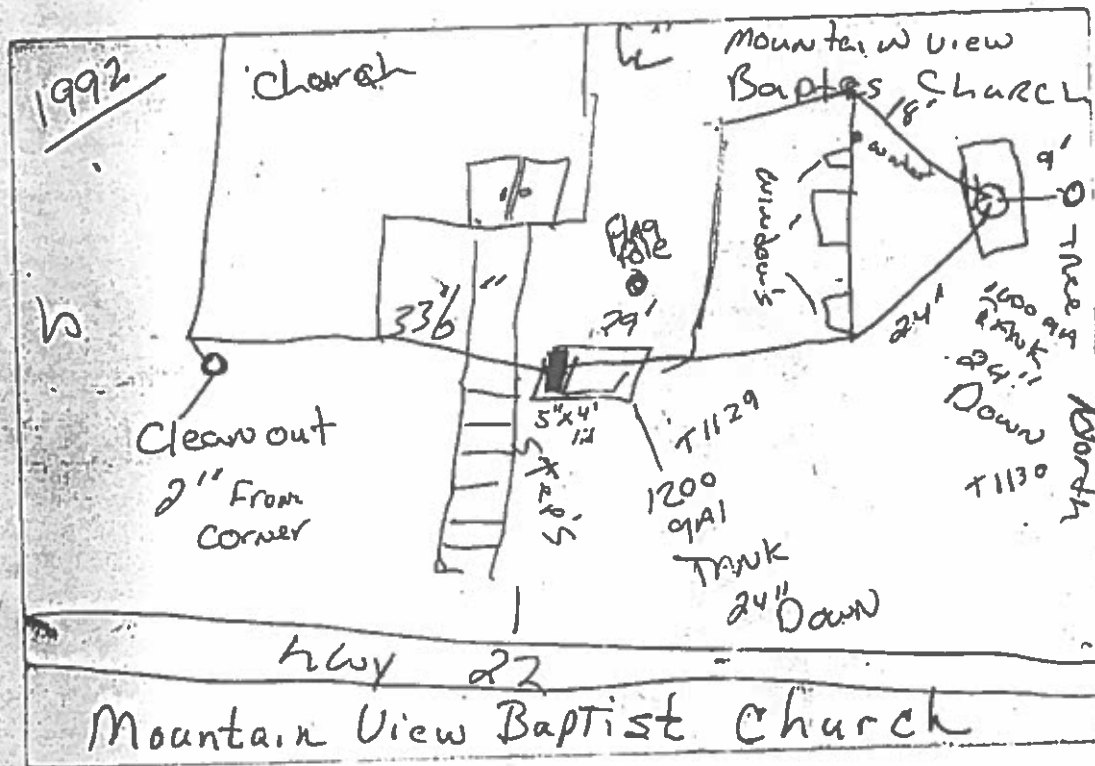
(Seal)

Tiffany Stolte
(Notary Public)

My commission expires: 4/8/20



1250 Hwy 22



Pastor King



Mountain View Independent Baptist Church Connection to TOJ Wastewater Collection System Wastewater Projections

Project No.: 19098.10

BY: TK

Date: 6 September 2019

Average Daily Flow¹ 60%
Peak Hour Factor 7.0

Church building			No. of Units ²	Max Flow per Unit, gpd ¹	Average Flow, gpd	Maximum Flow, gpd
Seats	48	Seat	48	6	173	288
Kitchen	1					
Bathrooms	3					
Subtotal North System					173	288
House			No. of Units ²	Max Flow per Unit, gpd ¹	Average Flow, gpd	Maximum Flow, gpd
Bedrooms	3	Bedroom	3	130	234	390
Bathrooms	1					
Subtotal South System					234	390
Cabin			No. of Units ²	Max Flow per Unit, gpd ¹	Average Flow, gpd	Maximum Flow, gpd
Bedrooms	1	Bedroom	1	150	90	150
Bathrooms	1					
Subtotal Lodge					90	150
TOTAL PROJECT SANITARY SEWER FLOWS					497	828
						4.0

Notes:

¹ Based on daily flow rates from the WYDEQ CH 25, Section 5, Table 1 and Table 2

² Occupancy numbers provided by MVIBC



JORGENSEN

It's About People, Trust and Know How

PO Box 9550 · 1315 HWY 89 S., Suite 201
Jackson, WY 83002
PH: 307.733.5150
www.jorgeng.com



Mountain View Baptist Church TOJ Sewer Connection Concept Alignment

JA Project Number 19098.10
Date: 6 September 2019



TOWN OF JACKSON TOWN COUNCIL AGENDA DOCUMENTATION

PREPARATION DATE: September 11, 2019

MEETING DATE: September 16, 2019

SUBMITTING DEPARTMENT: Town Clerk

DEPARTMENT DIRECTOR: Roxanne DeVries Robinson

PRESENTER: Carl Pelletier

SUBJECT: Special Event: PARK(ing) Day – Additional Requests

PURPOSE/STATEMENT:

The Mayor and Council approve or deny all special event applications requesting use of Town streets, alleys and sidewalks, Town equipment and services of Town personnel on behalf of the Town of Jackson.

BACKGROUND/ALTERNATIVES:

At the July 1, 2019 Town Council meeting, the applicant, Jackson Hole Public Art, was granted permission to host PARK(ing) Day on Friday, September 20, 2019 in the downtown district of Jackson, Wyoming. This event happens across the world annually on the same Friday in September. The idea is to re-purpose up to ten (10) parking spaces during the day – converting them into temporary art and park installations that offer an alternative use of space between the hours of 7:00 AM until 5:00 PM.

Since this initial approval, the organizers have indicated that they would like to add three (3) additional requests to their original application:

1. Permission for a food truck (JH POP) to be parked in a parking space on the west side of Center Street (between Broadway and Deloney) for the duration of the event. Please note that this portion of Center Street was previously approved to be closed to traffic between the hours of 7:00 AM until 5:00 PM.
2. Permission to display 2 signs per the attached Temporary Sign Permit. These signs would be placed on barricades on either side of Center Street. The signs would only be up one day during the hours of the event. The signs would read “Welcome to PARK(ING) DAY”.
3. Permission to position a port-o-potty on the closed portion of Center Street for the duration of the event on Friday, September 20 from 7:00 AM until 5:00 PM.

This application has been distributed to various Town departments for review.

ATTACHMENTS:

Temporary Sign Permit Application

FISCAL IMPACT:

N/A

STAFF IMPACT:

N/A

LEGAL REVIEW:

N/A

RECOMMENDATION:

Staff recommends the approval of the special event permit application, subject to the following conditions and restrictions:

1. The applicant shall clean up after the event and shall be responsible for the removal of all refuse generated by the event.
2. Banners are not permitted unless approved under a separate Sign Permit Application to the Planning and Building Department.
3. All walkways and boardwalks shall be kept clear and unobstructed.
4. Installations will not encroach on roads or streets nor shall they impede vehicular traffic in anyway.
5. Any power cords that cross walkways shall be taped and secured so as to avoid a tripping hazard.
6. The applicant shall coordinate all police services with the Jackson Police Department at (733-1430) at least one week prior to the race to work out the details of the requested closures.
7. The applicant shall coordinate all public work services with the Public Works Department at (733-1430) at least one week prior to the event to work out the details of necessary services.
8. An insurance certificate that names the "Town of Jackson as an additional insured including its Officers, Officials, Employees, and Volunteers" and must also state that coverage is primary and non-contributory is required for every event. Insurance limits must be at least \$1,000,000/occurrence and \$1,000,000 aggregate. The additional insured language on the certificate may not include any limitations or exclusions. Insurance certificates are subject to the review and approval of the Town attorney.
9. Generators and other internal combustion power sources shall be separated from tents, canopies or membrane structures by a minimum of 20 feet and shall be isolated from contact with the public by fencing, enclosure or other approved means (IFC 3104.19).
10. All electrical/temporary power shall be in accordance with the 2011 National Electric Code and subject to inspection from this Department (IFC 605.9).
11. The applicant shall be responsible for the closure of the parking spaces and the procuring, posting and removal of no parking signs associated with the event.
12. The applicant will notify nearby businesses of the event.

13. All barricades, cones, and signs must be removed immediately following the event. Barricades, cones and signs must be returned to the Public Works Department.

SUGGESTED MOTION:

I move to approve the additional requests to the PARK(ing) Day special event application made by Jackson Hole Public Art subject to the conditions and restrictions listed in the staff report.



TEMPORARY SIGN PERMIT APPLICATION

Planning & Building Department

150 East Pearl Ave.
P.O. Box 1687
Jackson, WY 83001

ph: (307) 733-0440
www.townofjackson.com

EVENT NAME:

Event Name: PARK(ing) Day Physical Address of Event: Center Street
Description of Event: placemaking event + senior friendly activities
Grand Opening ____ Yes X No ____

EVENT SPONSOR/APPLICANT: Name: JH Public Art

Mailing Address: PO Box 4413 Phone: 917-885-1006
E-mail: alex@jhpublisher.org ZIP: 83001
Non-Profit: X For Profit: ____

TEMPORARY BANNER LOCATION: Consent from Property Owner Required

Business/Description: <u>attached// placed on barricades</u>	Business/Description: <u>attached placed on barricades</u>
Physical Address: <u>cross Broadway + center St</u>	Physical Address: <u>cross Delonay + Center St.</u>
Dates of Display: <u>9/20/19 only</u>	Dates of Display: <u>9/20/19 only</u>
Consent from Owner Obtained? Yes ____ No ____ <u>n/a</u>	Consent from Owner Obtained? Yes ____ No ____ <u>n/a</u>
Business/Description: ____	Business/Description: ____
Physical Address: ____	Physical Address: ____
Dates of Display: ____	Dates of Display: ____
Consent from Owner Obtained? Yes ____ No ____	Consent from Owner Obtained? Yes ____ No ____

SUBMITTAL REQUIREMENTS. Have you attached the following? Please answer accordingly.

Yes X No ____ Illustration of each proposed sign that includes dimensions, colors, materials and type of sign.
Yes ____ No X Installation specifications, and any structural details or specifications required for freestanding signs.

Under penalty of perjury, I hereby certify that I have read this application and state that, to the best of my knowledge, all information submitted in this request is true and correct. I agree to comply with all county and state laws relating to the subject matter of this application, and hereby authorize representatives of the Town of Jackson to enter upon the above-mentioned property during normal business hours, after making a reasonable effort to contact the owner/applicant prior to entering.

Alex Pope

Signature of Authorized Event Applicant

Alex Pope

Applicant Name Printed

9/10/19

Date

12pm

Title



WELCOME TO
PARK(ING) DAY



TOWN OF JACKSON TOWN COUNCIL AGENDA DOCUMENTATION

PREPARATION DATE: SEPTEMBER 12, 2019
MEETING DATE: SEPTEMBER 16, 2019

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

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

OWNER: BASE CAMP LLC

APPLICANT: ERIKA M. NASH, LONG REIMER WINEGAR LLP

REQUESTED ACTION

The applicant is requesting approval of a Development Plan for a 20 unit apartment complex located at 640 & 650 S. Glenwood Street.

APPLICABLE REGULATIONS

Section 8.3.2 Development Plan

LOCATION

The properties are located at 640 & 650 S. Glenwood Street, legally described as Lots 4, 5, 6 & 7, Block 4 of the Karns Second Addition to the Town of Jackson. An aerial photo and zoning map are shown below:



BACKGROUND

Existing Site Characteristics:

These lots have been zoned Auto-Urban Residential (AR) since 1994 and were rezoned to Neighborhood Medium Density-2 (NM-2) in July 2018 as part of the Districts 3-6 rezone. The subject site (Lots 4-7) is located on a cul-de-sac on South Glenwood and is surrounded by NM-2 zoning to the north, south and west, and Commercial Residential-1 (CR-1) to the east. The four lots are a combined total 0.62 acres (26,845 sf) in size and have alley access. The site is relatively flat and has a 1,709 sf dedicated Town roadway easement which serves as a portion of the cul-de-sac on South Glenwood Street. Currently the northern-most lot has a detached single-family home and detached garage, while the other three lots are vacant.

Previous Approvals:

On November 9, 2018 the Town Council approved Item P17-200 (Sketch Plan) and Item P17-201 (Planned Unit Development (PUD)) for a new 20-unit apartment complex. As part of the PUD approval, a Land Development Regulation (LDR) Text Amendment and Zoning Map Amendment were approved rezoning the property to PUD-NM-2. The PUD approval is subject to nine (9) conditions of approval which are addressed below under Staff Analysis.

Below are the standards that were approved as part of the Sketch Plan and PUD-NM-2 rezone:

Master Plan (Sketch Plan)	
Development Standard	Proposed/Allowed
FAR	.65 max. (16,338 sf)
LSR	.30 min. (7,541 sf)
Plant Units	1 per DU & 1 per 12 parking spaces = 23 units.
Maximum Lot Coverage	.32 or 8,014 sf
Height	35' max.
Stories	3 max.
Density	20 units max.
Parking	34 spaces total
Front Yard Setback	12' min from PL 12' min from roadway easement
Side Yard Setback	5' min.
Rear Yard Setback	20' min.
Any development standards not included above will be applied as allowed or required in Sec. 2.2.8 Neighborhood Medium Density-2 (NM-2)	See NM-2 standards
Allowed Uses	Proposed/Allowed
Residential	
Apartment	B
Attached Single-Family	B
Accessory Uses	
Home Occupation	B

Applicant's Request:

The applicant is proposing an apartment project that consists of 20 units within one building for a total of 16,388 sf of floor area. The building is three-stories and 35' in height. The individual units are as follows: 4 studios (392 sf each), 2 one-bedrooms (570 sf each), 11 two-bedrooms (range of 731-801 sf) and 3 three-bedrooms (range of 970-1212 sf). At this time it is the intent of the owner to keep these units as rentals but they have reserved the right to convert the apartments to condominiums in the future.

Although one building, the design is intended to break up the massing by separating the 2nd and 3rd floors so that from the street the upper levels appear as three separate buildings. The design includes moderately sized windows with recessed balconies and entrances that face the street. The exterior materials include concrete masonry block on the first floor and vertical cedar siding on the two floors above. In regards to landscaping, the applicant providing 23 plant units based on the density and parking.

The previous PUD approved a 12 foot front (street) setback, 5 foot side (north & south) setbacks and a 20 foot rear (east) setback. As proposed, the front building setback as measured from the property line along South Glenwood ranges from 14'-3" to 37'-6". The range is due to the cul-de-sac. Along the north property line the building is set back 11 feet, along the south property line the building is set back 24'-6", and along the rear property line the building is set back 44'-6".

The applicant is proposing 32 parking spaces which totals 1.6 parking spaces per unit or .86 per bedroom. Fifteen of the parking spaces are within garages and the remaining 17 are in the rear adjacent to the alley. Three spaces are dedicated as guest parking. Vehicular access will be taken directly from South Glenwood via a one-way entrance with a one-way exit off the alley.

A 5 foot wide landscape strip and 6 foot wide detached sidewalk are proposed along the span of the property along Glenwood and continue north beyond the property connecting to the sidewalk on Snow King Avenue for a total distance of approximately 300 feet. In addition, internal sidewalks are also proposed to connect residents from the building to Glenwood Street. Trash and snow storage have been identified on the site plan. Bicycle storage has also been shown in the northeastern corner of the lot adjacent to the trash enclosure.

STAFF ANALYSIS

The general goal for the Development Plan is to be consistent with the approved Sketch Plan, and in this case the PUD. Staff finds that, as conditioned, the proposed project is consistent with the standards approved as part of the Sketch Plan and PUD (shown in the table above) and meets all other LDR requirements. The PUD contains 9 conditions of approval that need to be addressed with the Development Plan. Below is staff's analysis of each condition:

CONDITION #1: The applicant shall provide a signage and striping plan for on-site parking identifying which spaces belong to which unit. In addition, 3-4 of the on-site spaces shall be designated as guest parking spaces.

Complies. The applicant has provided a sign and striping plan on sheet C5.0 which satisfies the above condition. The plan includes directional signage and striping to formalize the one-way circulation. In addition, the applicant has broken down how parking spaces are assigned to individual units along with a plan to install a sign at each space. Staff has added a condition of approval that all signage approved with this Development Plan shall be included in the Building Permit.

CONDITION #2: The applicant shall design the sidewalks and street landscaping on the east side of South Glenwood to Snow King Avenue to meet the guidelines for pedestrian frontages in the

Community Streets Plan and as noted in this staff report. This includes a 5' attached landscape strip with approved tree plantings properly spaced and 6' detached sidewalk.

Complies. The applicant has provided a preliminary design on sheet C4.0 for a 5-foot wide attached planting area and 6-foot wide detached sidewalk along the entire east side of South Glenwood from the subject property to Snow King Avenue. The planting area in front of the subject property includes native grasses, irrigation and Patmore Ash trees appropriately spaced. However, based upon the recommendation to the applicant from Planning, Public Works and Teton County Parks and Recreation (P&R), the planting area north of the project has been scaled back to no longer include trees because when the vacant lots to the north eventually develop, those new developments will require new curb cuts and driveways requiring the removal of several trees. This will also keep maintenance costs lower for P&R who would otherwise be maintaining the street trees. The original intent of this condition was to provide safe pedestrian access to and from the development via sidewalk and the proposed plan meets that intention. Irrigation and native grasses are proposed in the northern planting area. When the properties to the north develop they will be responsible for installing street trees which is typical for all developments.

With regard to maintenance, P&R has stated that if irrigation is installed in the planting area north of the subject property that P&R will assume responsibility after the first year. With regards to the winter, the property owner will only be responsible for sidewalk snow removal in front of their property. P&R has stated they will assume responsibility of plowing the remaining sidewalk north of the subject property.

When the Town Council approved the Sketch Plan and PUD, this off-site sidewalk improvement condition was contested by the applicant, but still approved as a condition. Now, as part of the Development Plan, the applicant is questioning the fairness of requiring off-site improvements beyond what is typical in the Town of Jackson. Typically the extent of off-site improvements is limited to areas adjacent to the subject property, which the applicant has accepted responsibility for. However with a PUD, the Town has the ability to condition projects in ways that differ from by-right development in efforts to offset the impacts of the development. The applicant is proposing that the 150-feet of sidewalk, irrigation and native grasses beyond their property should be reconsidered to include a cost-share agreement with the Town. Specifically the applicant is proposing that the Town pay half of the sidewalk improvements costs (please see the August 2, 2019 correspondence).

After the Planning Commission meeting, staff further researched the appropriateness of the original Sketch Plan / PUD conditions that required off-site improvements (sidewalk and alley). After consulting with the legal department, it is recommended that this condition requiring the off-site sidewalk and planting area that connects to Snow King Avenue be removed from this project in its entirety. The applicant should only be required to install a compliant sidewalk and planting area directly in front of their property which is typical on nearly all development with the exception of single-family detached homes.

CONDITION #3: The applicant shall either install a barrier/fence along the alley parking spaces OR shall revise the parking space dimensions so that they are at minimum 22 feet deep.

Complies. Staff finds that the applicant has addressed this condition by revising the parking space dimensions to measure 20 feet deep (each with curb stops) and by adding designated signage at each space. The designated parking space signs meet a previous Sketch Plan condition but also serve as a barrier from vehicles attempting to exist the site into the alley through their parking space. All parking will be accessed internally through the site and not directly from the alley. The applicant also added a

2-foot deep continuous curb, different from the curb stops, just east of the parking spaces to act as a barrier.

CONDITION #4: At the time of Development Plan submittal the applicant shall provide a stamped landscape plan prepared by a licensed Wyoming landscape architect with 23 plants units and cost breakdown. The plan shall locate most of the landscaping in the front of the building but also incorporate planting along both the north and south setback areas.

Complies. Staff finds that the applicant has addressed this condition by providing a stamped landscape plan prepared by a Wyoming licensed landscape architect. The plan includes 23 plant units with the bulk of the plantings in front of the building but also includes sufficient plantings along the north and south landscape strips.

In an effort to preserve existing trees, the applicant proposed keeping two Spruce trees located in the northwest corner of the property. The LDRs allow and encourage existing vegetation to be kept and credited toward new landscaping requirements, however the location of the Spruce trees straddles the western property line interfering with the detached sidewalk. Keeping these trees would force the sidewalk to jog around the trees in two locations which deviates from LDR standards that call for a detached sidewalk. Although staff is supportive of preserving trees, both Planning and P&R recommend that the two Spruce trees be removed and the sidewalk be redesigned to be detached in these areas. Staff originally had a condition of approval requiring revised plans prior to Town Council review which the applicant has done.

CONDITION #5: The applicant shall provide a Traffic Analysis & vehicle movement plan consistent with Engineering Department's comments in the department reviews.

Complies. Staff finds that the applicant has addressed this condition by providing a Traffic Analysis and vehicle movement plan prepared by Nelson Engineering. The Traffic Analysis acknowledges that the proposed 20-unit development will result in increased peak hour trip generation of 10 vehicle trips per hour in the AM and 11 vehicles trips per hour in the PM. However the report further states that the anticipated impacts on adjacent streets are minimal. The Engineering Department has not expressed concerns with regard to the vehicle movement plan.

CONDITION #6: This approval is subject to Section 7.4.2.D.13 Apartment Building Exemption. Upon future subdivision the applicant at that time will be subject to the currently adopted Workforce Housing regulations (7.4.2.D.13 will be repeated in its entirety), and subject to the Affordable Housing Regulations in place at the time of sketch plan submission.

Complies. There is no action required by the applicant to meet this condition. This condition will be carried forward with this Development Plan and be documented in the Town files in the event a future owner seeks to condominiumize the apartments. To clarify, if a future owner applies for a subdivision plat to convert the apartments to condominiums, the owner at that time will be subject to the affordable housing requirements at the time of Sketch Plan submittal (August 13, 2018). The affordable housing regulations in place at that time required a 25% mitigation which would result in at least four units being deed restricted as affordable ownership units.

CONDITION #7: The applicant shall revise the site plan and floor plan to provide pedestrian access from the parking/garage area to the northwestern most unit on the ground level.

Complies. Staff finds that the applicant has addressed this condition by revising the site plans and floor plans to show pedestrian access from the parking/garage area to the northwestern most unit on the ground level.

CONDITION #8: The applicant shall pave the alley to the satisfaction of the Public Works department as stated in the department reviews.

Complies. The applicant's original application included a cost-share proposal for the alley improvements. However in their most recent correspondence dated August 2, 2019 (attached) the applicant has changed this proposal and plans to pay for the entire alley improvements. The applicant has also provided a preliminary plan on sheet C4.0 to pave the portions of the alley referenced by Public Works. This condition will ultimately be executed in association with physical development permits at a later date and the final design will be coordinated with the Public Works Department. Staff has added a condition that addresses this alley improvement.

As with Condition #2 above, staff further researched the appropriateness of this off-site improvement after the Planning Commission meeting. With regard to this off-site alley improvement condition, staff can site several projects in Town that were required to pave portions of the alley directly adjacent to their property (Marriot, Redmond Street Rentals, 135 W Kelly Apartments, etc.). The purpose is to mitigate off-site impacts due to the increased traffic. Since the Town is not requiring the applicant to pave the 200 feet of alley directly adjacent to the subject property, staff concludes that the requirement to pave a portion (approximately 100 feet) of alley not adjacent to their property to be fair and in fact smaller in scale than what is typically required. Staff recommends keeping the off-site alley improvements as part of this project

CONDITION #9: The applicant shall comply with all recommendations of the Design Review Committee (consider covering the building entryways, consider the location and amount of bicycle storage/racks, consider board formed concrete at the base of the building over CMU, and that the applicant consider how the landscaping in front of the building will 'socialize' the area (maybe adding benches as well) so it can be commonly used amongst the residents).

Complies. The applicant has provided a response to the DRC's recommended considerations.

- Covered entryways: The applicant has provided coverings on the rear and front entryways.
- Bicycle storage: The applicant has provided an enclosed/covered bicycle storage area adjacent to the trash enclosure. Pathways did not find this location to be appropriate as the only storage area. In response to Pathways the applicant has provided additional bike racks conveniently near the two front entrances. The intent behind keeping the enclosed storage area is for year-round safe storage while the additional racks in the front will serve convenience outside of winter months.
- First floor exterior materials: The DRC recommended that the applicant consider board formed concrete over CMU. The applicant has considered both materials and stated that they prefer board formed concrete over CMU for the base of the building, but has not committed fully to board formed concrete because of the higher costs. The applicant is reserving the option to do either material, but does not want to be held to one or the other if costs end up too high. Staff is not recommending that the applicant be held to a certain material.
- Socializing front of building: The applicant has included benches within the front entry courtyards to further the effort to socialize the front.

In conclusion, this project will set a new tone and character for this area along South Glenwood in terms of scale, mass and density. Although the PUD tool was removed from the LDRs after this project was approved, the development potential in the underlining NM-2 zoning does not differ much compared to this project. Notably, the base NM-2 zoning also allows three stories, up to 39-feet in height, and no limit on density. The

new vision moving forward as of July 2018 anticipated developments like the one proposed in this Development Plan. Staff finds that the proposed Development Plan is not only consistent with past approvals but also consistent with the underlining NM-2 zoning.

Planning Commission

This item was reviewed by the Planning Commission (PC) on August 7, 2019 and received unanimous support as conditioned.

Going into the PC meeting staff had a condition of approval requiring the removal of two Spruce trees that the applicant was attempting to preserve. The PC, too had interests in preserving the trees so they modified the condition directing staff to further investigate before the Town Council meeting if there was a way to preserve the Spruce trees. After a site visit with Parks and Recreation (Andrew Erskine, Parks Manager & Steve Bigger, ISA Certified Arborist), the recommendation to remove the Spruce trees remains because Parks and Recreation still has concerns about the developments impact on these trees. Based upon how close the Spruce trees are to the curb and based on the expansive root systems underneath the Spruce trees, jogging the sidewalk around the trees would compromise the root systems and decrease the health of these trees. In addition, the trees would need to be limbed to allow pedestrian movement which further decreases the health of the trees in general. The applicant has since revised the plans to reflect the removal of the Spruce trees with a continuous detached sidewalk.

The PC discussed the first floor exterior materials: CMU versus board formed concrete. Although the PC favored the board formed concrete, they did not add any conditions requiring this material on the first floor. The main reason was due to the higher construction costs and felt that the applicant should have the option to choose the final material.

The PC discussed the applicant's request for cost sharing the off-site sidewalk. Some Commissioners were in favor, some were not. There was no final consensus and the PC decided to leave this decision to the Town Council. All commissioners agreed that both improvements are needed and important.

PUBLIC COMMENT

Public comment has been received from two property owners (Jim Brungardt & Corie Rybak) who live on South Glenwood. Both owners expressed concerns related to the size/bulk/scale of the development, traffic impacts, sufficient landscaping, snow storage and emergency services. Generally speaking the concerns stem from the recent 2018 zoning changes that will allow larger and more dense projects in areas that currently have two-story single family homes with one or two accessory residential units. Although this project is being processed under a PUD, the development does reflect what generally can be built in this area with regard to stories, height, density and scale.

STAFF FINDINGS

Development Plan. All Development Plan proposals may be approved only if all of the following findings are made:

1. ***Comprehensive Plan:*** *The proposed project is consistent with the desired future character described for the site in the Jackson/Teton County Comprehensive Plan.*

The proposed application is located in Character District #3 Town Residential Core, specifically Sub-area 3.2 Core Residential of the 2012 Comprehensive Plan. In order to review the application for

conformance with the Comprehensive Plan, staff has reviewed the Policy Objectives for District 3 as follows:

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. Staff finds that by providing apartment units the project is providing a much-needed type of housing product lacking in the community. The applicant is also providing a variety of unit sizes ranging from 392 sf to 1,212 sf and unit types including studios, one-bedrooms, two-bedrooms and three-bedrooms.

Policy 4.3.a: Preserve and enhance stable areas

Complies. Not applicable.

Policy 4.3.b: Create and develop transitional areas

Complies. Staff finds that the proposed development will significantly improve an otherwise underdeveloped and underused site in a transitional subarea with a project consistent with the desired future vision described for Subarea 3.2. Redevelopment and reinvestment is highly desired for this area.

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

Complies. Not Applicable.

Common Value 3: Quality of Life

Policy 5.2.d: Encourage deed-restricted rental units

Complies. The proposed project meets the affordable housing exemption in Division 7.4.2.D.13 related to Apartment Building with 20 or more units. It should be noted that the Apartment Building exemption was removed from the LDRs after this current project was deemed sufficient to use the exemption.

Policy 5.3.b: Preserve existing workforce housing stock

Complies. Staff does acknowledge the loss of one existing dwelling unit, however the 20 new apartment units will replenish the loss.

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

Complies. Staff finds that the proposed project does increase the capacity for use of alternative transportation modes as the site is located within walking and biking distance to the downtown core in addition to being located along the bus line (Snow King Avenue) which encourages transit use. In addition, the Council has conditioned the project to extend the sidewalk beyond the property so that it

connects to the sidewalks on Snow King providing safe means of travel for residents of the development.

In addition, staff finds that the application should be reviewed for consistency specifically with subarea 3.2 Core Residential which states as follows as the desired vision for the subarea:

This residential, TRANSITIONAL Subarea is currently made up of a variety of single family and multifamily residential types, with some existing larger residential developments and non-conforming commercial uses. Redevelopment, revitalization and reinvestment are highly desired in this subarea. Due to its central location in the core of Town near employment and Complete Neighborhood amenities, the future character of this subarea will include some increased density and larger buildings than in East Jackson (Subarea 3.1). In addition, to the development pattern described for East Jackson (Subarea 3.1), multifamily residential uses will be encouraged in order to replace existing commercial uses and to blend the borders of the Town Commercial Core (District 2) with the Town Residential Core (District 3). Multifamily structures will be predominantly found on larger residential lots and along mixed use corridors. The size and scale of multifamily structures will be predominantly two stories with three stories considered in specific cases with proper design. The density and intensity found in areas containing multifamily structures may be greater than what is generally allowable in other areas. For these larger structures, the dominant building mass should be located near the street and be broken into multiple smaller buildings when possible. Parking should be minimized and screened from view as much as possible. In areas where office uses currently exist, consideration should be given to allow a mix of office and residential uses. Future mixed use office development should be of the same bulk, scale and intensity of the residential uses.

Complies. As conditioned, staff finds that the project is consistent with this described vision specifically by proposing to redevelop an underdeveloped and underutilized site with 20 new apartment units. In addition, staff finds that the proposed design, density, and quality of design is consistent with the desired vision for this transitional subarea.

2. **NRO/SRO:** *The proposed project achieves the standards and objective of the Natural Resource Overlay (NRO) and Scenic Resources Overlay (SRO).*

Complies. Not applicable.

3. **Impact on Public Facilities:** *The proposed project does not have a have a significant impact on public facilities and services, including transportation, portable water and wastewater facilities, parks, schools, police, fire, and EMS facilities.*

Complies. Staff finds that the project as conditioned will not have a significant impact on public facilities and services. The current vision is to have higher density in this area. The proposed site is also located in close proximity to the downtown and near public transit routes. Police, Fire and Engineering have not identified any major impacts at this time.

4. **Design Guidelines:** *The proposed project complies with the Town of Jackson Design Guidelines, if applicable.*

Complies. As conditioned, staff finds that the application complies with the Town of Jackson Design Guidelines.

5. **LDR Compliance:** *The proposed project complies with all relevant standards of these LDRs and other Town Ordinances.*

Complies. As conditioned, staff finds that the proposed project complies with the standards of these LDRs as the request meets all requirements such as FAR, LSR, setbacks, height, etc. In addition the project is in compliance with all other Town Ordinances.

6. **Past Approvals:** *The proposed project is in substantial conformance with all standards or conditions of any prior applicable permits or approvals.*

Complies. Staff finds that the Development Plan complies with the previously approved Sketch Plan, PUD and associated conditions of approval.

ATTACHMENTS

Applicant Submittal
Department Reviews
Public Comment

STAFF IMPACT

None at this time.

FISCAL IMPACT

None at this time.

LEGAL REVIEW

Complete.

RECOMMENDATIONS/ CONDITIONS OF APPROVAL

***The reason for two recommendations is because the Planning Commission was not presented with the most up-to-date legal recommendation on these conditions at the time of their meeting. The only difference between each recommendation is the wording of Condition #4 as it relates to off-site improvements.**

The Planning Director recommends **approval** of a Development Plan for a 20 unit apartment complex located at 640 & 650 S. Glenwood Street subject to the department reviews attached hereto and the following conditions:

1. The signage and striping plan shall be provided in the Building Permit.
2. Prior to issuance of a Building Permit a landscape bond shall be submitted in the amount of 125% of the estimated landscape costs.
3. 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.

4. At the time of Building Permit submittal the applicant shall provide plans to pave the portions of the alley described in this report and obtain the necessary right-of-way permits. All work shall be to the satisfaction of the Town Engineer prior to final approval.

The Planning Commission recommends **approval** of a Development Plan for a 20 unit apartment complex located at 640 & 650 S. Glenwood Street subject to the department reviews attached hereto and the following conditions:

1. The signage and striping plan shall be provided in the Building Permit.
2. Prior to issuance of a Building Permit a landscape bond shall be submitted in the amount of 125% of the estimated landscape costs.
3. 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.
4. Prior to submittal of a building permit, 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.

SUGGESTED MOTIONS

Based upon the findings for a Development Plan as presented in the staff report and by the applicant 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 make findings 1-6 as set forth in Section 8.3.2.C (Development Plan) of the Land Development Regulations to **approve** a 20-unit apartment complex for the properties addressed at 640 & 650 S. Glenwood Street subject to the departmental reviews attached hereto and the following conditions of approval:

1. The signage and striping plan shall be provided in the Building Permit.
2. Prior to issuance of a Building Permit a landscape bond shall be submitted in the amount of 125% of the estimated landscape costs.
3. 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.
4. At the time of Building Permit submittal the applicant shall provide plans to pave the portions of the alley described in this report and obtain the necessary right-of-way permits. All work shall be to the satisfaction of the Town Engineer prior to final approval.

Town of Jackson
Project Plan Review History

PLANNING

Project Number	P19-137	Applied	5/30/2019	STOL
Project Name	Dev Plan - Base Camp	Approved		
Type	DEVPLAN	Closed		
Subtype	PHYSICAL DEVELOPMENT	Expired		
Status	STAFF REVIEW	Status		

Applicant Long Reimer Winegar	Owner BASE CAMP, LLC
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Site Address	City	State	Zip
640 S GLENWOOD STREET	JACKSON	WY	83001

Subdivision	Parcel No	General Plan
KARNS 2ND	22411633138006	

Type of Review	Status	Dates			
Contact		Sent	Due	Received	Remarks
Notes					
Building Kelly Sluder	APPROVED	5/30/2019	6/20/2019	6/5/2019	

Fire	APPROVED W/CONDITI	5/30/2019	6/20/2019	7/29/2019	
Kathy Clay					

Type of Review	Status	Dates			
		Sent	Due	Received	Remarks
Contact					
Notes					
TO:	Tyler Valentine, Senior Planner				
FROM:	Kathy Clay, Fire Marshal				
DATE:	July 29, 2019				
SUBJECT:	South Glenwood Apartments				

This office has received the request for development plan at the above location. The most current edition of the International Fire Code (IFC) and the 2017 edition of the National Electric Code (NEC) shall be used for building design.

Fire Marshal Note: Dependent upon design – new structures will require fire sprinkling, NFPA 13R or NFPA 13 depending on building design.

Comments include, but are not limited to:

General Requirements

1. Fire apparatus access shall be provided. (2015 IFC 503.1.1)
2. Visible address numbers, a minimum of 4 inches in height and 0.5-inch stroke width, shall be installed on all structures. (IFC 505.1)
3. Portable fire extinguishers shall be placed in accordance with code requirements. (IFC 906).
4. Interior finishes shall meet fire code requirements. (IFC Chapter 8)
Finishes including walls, ceilings, interior trim, furniture, furnishing, window treatments, decorative materials and decorative vegetation in building shall meet the allowed flame spread and smoke development indexes. Information to be provided on the finish schedule includes application location, model number/name, color, attachment system, manufacturer contact information, the flame spread class and smoke development rating of the product and allowed finish as outlined in table 803.3. Vendor data submittal information needs to be provided for each interior finish showing flame spread and smoke development certifications.
5. Means of egress shall meet fire code requirements. (IFC Chapter 10)
6. The means of egress, including exit discharge, shall be illuminated at all times building space served by means of egress is occupied. (IFC 1008.1)
7. Illumination shall be provided in the means of egress in accordance with (1008.2). Under emergency power, means of egress illumination shall comply with (1008.3).
8. Any hazardous material storage shall meet fire code requirement. (IFC Chapter 27)
9. Should any fuel-fired appliances be installed, requirements for carbon monoxide detection shall be followed. (IFC 915)
10. Final fire inspection shall be required before certificate of occupancy is released.
11. The construction documents shall be prepared by a registered design professional. Architectural stamp needs to be shown on the plans. Stamp and resubmit the construction plans. (IFC 105.4)
12. Fire protection systems plans submitted to Fire Department for review shall consist of one set of paper plans and one set of electronic plans (CD, thumb drive, or PDF format).

Sprinklers

1. Jackson Hole Fire/EMS does NOT review hydraulic calculations. Hydraulic calculations are the sole responsibility of the certified sprinkler designer.
2. As determined by the Building Official and the International Building Code, the structure will have an automatic fire sprinkler system in accordance with appropriate NFPA standard for the occupancy type. (IFC 903.2.7) Unless specified within construction document notes, systems shall be designed to NFPA 13.
3. Fire Department Connection (FDC) location shall be determined by the AHJ and noted in the fire sprinkler plan review.
4. Knox Box shall be installed in an approved location at each structure having a fire sprinkler system. (IFC 506.1)
5. Water main shall be installed in accordance to NFPA 13 and NFPA 24 to provide for proper clearances, seismic requirements, flushing and hydro testing. (IFC 901.4.1)
6. Fire flow requirements shall meet Appendix B of the International Fire Code.
7. Pitot water flow test is required on all new fire sprinkler installations for NFPA 13R and NFPA 13 systems. Plans will not be approved without certified test. (NFPA 291)
8. Horn/strobe shall be installed above the fire department connection. (IFC 912.2.2.1)
9. ***Room which houses fire sprinkler riser shall provide adequate working space. (901.4.6)
10. ***Concealed spaces within NFPA 13 protected structures having combustible materials shall comply with the requirements and may

Type of Review	Status	Dates			Remarks
Contact		Sent	Due	Received	
Notes					
require additional protection. (IFC 903.3) ALL CONCEALED SPACES REQUIRE FIRE DEPARTMENT INSPECTION PRIOR TO CLOSE UP.					
11. Exterior overhangs exceeding 4 feet shall be protected using fire sprinklers when combustible construction is used (NFPA 13).					
12. Exterior egress stairways built of combustible construction shall be protected with fire sprinklers (NFPA 13).					
Alarms					
13. Building shall have a complete alarm system per NFPA 72. A full set of fire alarm plans from a fire alarm contractor shall be submitted with all calculations and cut sheets of all equipment.					
(IFC Chapter 9)					
14. Tactile appliances shall be installed where needed to notify occupants unable to see or hear emergency alarms, per most current edition of NFPA 72.					
15. Audible appliances provided for the sleeping areas to awaken occupants shall produce a low frequency alarm signal per most current edition of NFPA 72.					
16. Any structure with Group R occupancy shall have required carbon monoxide detection as required. (IFC 915.1)					
Elevator, if Present					
17. Elevator shall comply with ASME A17.1 with Phase I and Phase II of elevator emergency operations; subject to recall if required. (IFC Section 607)					
18. Elevator shall meet the requirements of Two-way Communication on each accessible floor. (IFC 1009.8)					

Please feel free to contact me if you have any further questions at 307-733-4732.

Joint Housing Dept Stacy Stoker (6/11/2019 11:50 AM SAS)	APPROVED	5/30/2019	6/20/2019	6/11/2019	
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There is no housing requirement with this application. The development is exempt because it is a 20-unit apartment complex which meet the size requirements of the LDRs for exemption.

Legal Lea Colasuonno	NO COMMENT	5/30/2019	6/20/2019	6/6/2019	no comment at this time
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Parks and Rec Steve Ashworth	APPROVED W/CONDITI	5/30/2019	6/20/2019	5/31/2019	
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Type of Review	Status	Dates			Remarks
		Sent	Due	Received	
Contact					
Notes					
(5/31/2019 12:59 PM STOL)					
Comments on P19-137, 138:					
-Civil drawings show detached sidewalk along the entire project, Landscape drawings show sidewalk shifting from detached to attached around the two existing spruce trees to be left on the property. Request clarification on sidewalk design. -After sight inspection it would be staffs recommendation that the two existing spruce trees be removed and sidewalk remain detached through out. The spruce to the south is in fair/good condition and appears to be a "border" tree between the ROW and lot line. Both trees have the potential to see significant root impact with sidewalk construction/grading work and compaction potential during construction. It is staff's experience, that over the long term, large spruces near ROW's that have undergone construction or had sidewalks relocated in order to keep the existing tree end up declining and become hazards. The spruce on the SE corner of the Coal Depot development on Cache and Kelly is a good example. It was left during construction and is now seeing the top half die off and will have to be removed by the owner. -Request clarification with respect to who's responsibility it will be to clear the sidewalk in the winter. Precedent and Town ordinance says the property owner but would request any information that may be in the LDR's other than the "clear sidewalk" language for pedestrian use. -Staff discussed briefly in the DRT meeting the sidewalk and planter strip connecting the development with Snow King Avenue. It would be the recommendation of staff that no irrigation be placed in that curb strip and the same native mix used by the developer be planted in the fall. Care of the native planter strip will be that of P&R. Staff will budget to clear that section of sidewalk in the winter. -Landscape plan doesn't not identify the method of tree planting: planter box, mulched (buffer) area, no mulch. Also does not show native area extending beyond property line in planter strip. At the time of Development Plan submittal staff ask these areas be clarified. Planting list looks fine.					
Andy Erskine, CPSI Parks Manager, Teton County/Jackson Parks & Recreation Department					
Pathways	APPROVED W/CONDITI	5/30/2019	6/20/2019	6/28/2019	
Brian Schilling					

Type of Review	Status	Dates			Remarks
		Sent	Due	Received	
Contact					
Notes					
(6/28/2019 10:51 AM STOL)					
P19-137, 138 - 640 & 650 S. Glenwood DEV					
Comments from Teton County/TOJ Pathways Department					
Status: approved w/conditions					
• Bicycle Parking - o Bike racks shall not be co-located with the dumpster. Bike parking areas need to be located so that they are convenient to the destinations/entries they serve, i.e. near the front door, not out back with the trash. - o Please include a detail (or details) for the rack style. Single inverted-u racks (either individually mounted or mounted on rails) are the standard design. “Wave,” “ribbon,” and “toaster” style racks shall not be used. - o Given the location, type of use, and parking plan of the proposed development, staff expects that there will be a high demand for bicycle parking. Staff recommends that at least 14 bike parking spaces be provided, matching the number of non-enclosed car parking spaces. - o Staff supports credits for bike parking towards the development’s overall parking requirement. - o The bike parking should ideally be a mix of short-term (for visitors) and long-term (for residents). - o Short-term parking (for visitors or guests parking for a few hours or less): the recommended style for short-term bike parking is one or more “single inverted-U” racks. “Wave,” “ribbon,” and “toaster” style racks shall not be used. The best location for a rack area is immediately adjacent to the entrance it serves. Bike parking should be hardscaped and should not obstruct pedestrian flow. - o Long-term parking (for employees/residents parking for more than a few hours—i.e. all-day or overnight): the recommendations for long-term parking include providing a secure, well-lit, covered area with racks or lockers that will protect bikes from rain, snow and other elements and deter bike theft. The area does not have to be immediately adjacent to the access door for the business or residence, but should be located in a secure or monitored location or in a locked enclosure. For this application, staff feels that the garage units will provide sufficient long-term bike storage, so no other measures are needed. - o The bike parking should be constructed on a concrete pad. A grass surface will quickly deteriorate into mud from foot traffic during wet seasons and will be difficult to keep clear of snow. Also a concrete surface will provide a more secure mounting surface for the racks and will discourage theft. - o Rack type and storage locations should be shown on site plans. - o Staff supports including the bike parking towards the landscape surfacing requirement so that switching from grass to hardscape for the bike parking does not detract from the applicant’s landscape requirements. Conversion of a car parking spot to bike parking would also be supported. - o Jackson Hole Community Pathways will be happy to provide additional background information and guidance on site selection, layout, rack selection, and rack installation. • Parked/Idling Vehicles - o Vehicles idling near entrances and in common parking areas are a common problem. In 2010, the Town of Jackson adopted a resolution to reduce unnecessary vehicle idling. The Town actively seeks opportunities to partner with developers to increase awareness of and discourage unnecessary vehicle idling. The applicant is encouraged to work with the Town of Jackson and the Pathways department to install “No Idling” signs (provided by the Town of Jackson) at locations throughout the parking areas.					
Planning	APPROVED W/CONDITI	5/30/2019	6/20/2019	7/29/2019	
Tyler Valentine					

Type of Review	Status	Dates			
		Sent	Due	Received	Remarks
Contact					
Notes					
(7/29/2019 4:39 PM TV)					
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.					
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 Building Permit the applicant shall provide an alley improvement plan and sidewalk improvement plan through a Right-Of-Way Permit along with a bond for 125% of the cost of the work. All work shall be to the satisfaction of the Town Engineer and be completed prior to issuance of a Certificate of Occupancy for the building.					
6. Prior to issuance of a Building Permit a landscape bond shall be submitted in the amount of 125% of the estimated landscape costs.					
7. This approval is subject to Section 7.4.2.D.13 Apartment Building Exemption. Upon future subdivision the applicant at that time will be subject to the currently adopted Workforce Housing regulations.					
Police	APPROVED W/CONDITI	5/30/2019	6/20/2019	5/31/2019	
Todd Smith					
(5/31/2019 1:00 PM STOL)					
No concerns from the police. We would appreciate clear markings on the building indicating the specific address/ unit number for each individual unit to enhance emergency service (Police, fire, EMS) response should it ever be needed.					
Todd					
Public Works	APPROVED W/CONDITI	5/30/2019	6/20/2019	7/30/2019	
Brian Lenz					

Type of Review	Status	Dates			
		Sent	Due	Received	Remarks
Contact					
Notes					
(7/30/2019 10:53 PM BTL)					
Development Plan Review – APPROVED w CONDITIONS					
P19-137 & P19-138					
APPLICANT: Erika M. Nash, Long Reimer Winegar LLP					
ADDRESS: 640 & 650 South Glenwood Street					
July 30, 2019					
Rachelle Rhodes and Brian Lenz, 307-733-3079					
DATE OF SUBMITTAL: 5/30/2019					
DATE OF MATERIALS: 5/21/2019 (Merge Architects Final Dev Plan)					
REVISION NO.: 0					
The engineering division has reviewed your application for a FINAL DEVELOPMENT PLAN submitted on and with application materials as dated above.					
*The following comments are being provided for use in preparation of future Building Permit submittals and are required for approval.					
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).					
CONDITIONS OF APPROVAL:					
The following comments are copied from on the P17-200, 201, 202, 204 and 205 Permit Review and requests additional information submitted with future submittals.					
1. Prior to Commercial Building Permit issuance, 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. Please be advised, the applicant may be required to appear in front of Town Council for final approval of the construction staging and phasing plan depending on the anticipated and/or requested public right-of-way usage and impact.					
a. 7/30/19- An updated construction staging narrative shall indicate if shoring nails, a crane will be used, material unloading area and material delivery route.					
2. Prior to building permit issuance, a 15-foot sewer easement shall be granted to the Town and recorded with the Teton County Clerk. The applicant shall provide a written description and map of the easement for 8.5X11 paper, the Town will provide the easement instrument.					
3. Public Works recommends that the applicant/developer be required to pave the unpaved portion of the alleyway, from Snow King Avenue south to match the existing pavement limits. The target width of an eighteen feet wide paved alley where not adjacent to pavement and extend out to any existing paved driveways is recommended. Site visits show that some of the existing pavement in the alley has also been degraded and will need to be replaced. Coordinate limits of paving with Public Works prior to building permit submittal.					
4. Public Works recommends construction of a detached sidewalk section as well as continuance and construction of the sidewalk section north to Snow King Avenue. The building permit shall include all dimensions and elevations in relation to existing curb and future development together with ADA compliance (cross slopes, running slopes, and grade breaks, etc)					
a. Public Works recommends following the Community Streets Plan For residential streets that calls for five feet wide sidewalks with six feet buffers, rather than the six feet wide sidewalks and five feet wide buffer.					
b. Please note that the sidewalk design differs between the civil and landscaping plans.					
5. Building permit shall include a striping and signage plan for the right-of-way including any existing signs, No Parking, No Parking Overnight in winter, etc. Provide a letter of review from the Fire Marshall regarding whether on street parking will be allowed in the cul-de-sac (approximately 75 feet in diameter).					
6. The curb and gutter proposed within the alley along the west side of the road is not acceptable and drainage shall be addressed in a					

Type of Review	Status	Dates			
		Sent	Due	Received	Remarks
Contact					
Notes					
different manner, e.g. swales or berms.					
7. The proposed stormwater infiltration basin requires a Wyoming DEQ 5D2 UIC permit.					
8. The proposed landscaping over the existing sewer is not preferred Public works recommends revising the plan to minimize plantings over the sewer, especially removing any plantings that may seek out the sewer line for nourishment. Further the trees may interfere with the stormwater drainage.					
9. The proposed tree spacing in the buffer strip scales at about 16 feet the street trees. LDR 2.2.1.3 for Trees in Lawn specifies tree spacing of 30-40 feet. The closer spacing inhibits snow storage and removal.					
ADDITIONAL COMMENTS:					
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.					
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		5/30/2019	6/20/2019		
Darren Brugmann					
.....					

Tyler Valentine

From: Corie <crybak@wyoming.com>
Sent: Tuesday, July 30, 2019 9:42 AM
To: Tyler Valentine
Subject: corrected South Glenwood

Tyler - please include my public comments in the staff report! Thank you!

Re: P19-137, 138
640 & 650 S Glenwood

Commissioners:

Please take my written comments into consideration as you discuss this project, as I am out of the country and unable to attend the meeting in person.

I understand Jackson's housing woes, and this proposal's attempt to address the problem. However, I hope that consideration is given to the impact that this project would have on the existing neighborhood. Just because something can be built doesn't necessarily mean it should be built. These lots are a transitional zone between the potential commercial development on Snow King and Cache, and the existing residential neighborhood to the west. The bulk and scale of three stories encompassing twenty apartments may be appropriate in larger cities (such as Boston) but rather overpowering and out of character in our smaller community.

Having lived on the South Glenwood cul-de-sac for over thirty two years, I have watched the neighborhood change. Lots are being redeveloped in a pleasing fashion and providing additional housing on a smaller scale than that which is being proposed. Adding a large building with multiple tenants and little buffering is going to be intrusive and overwhelming for this usually quiet cul-de-sac. It will definitely exacerbate parking issues, especially as the number of special events at Snow King continues to overwhelm existing availability (which has already been significantly reduced with most of Snow King Avenue now unavailable for parking). This presents a potential safety issue as emergency vehicles have difficulty navigating the small turning radius. Furthermore, how will neighborhood concerns such as parking, noise, the number of people and cars in a unit, and the like be managed? Will there be

an on-site manager to ensure that the complex doesn't impact the area any more than its existence will?

You are tasked with addressing many wants and needs, and providing acceptable solutions. I ask that you take the concerns of those already living in the area into consideration and perhaps give them a little more weight as these are the residents and taxpayers most impacted by new development. Please, do what you can to ease the transition between existing and future uses. Additional housing opportunities, yes. Three stories and twenty units on four lots, no.

Thank you for your service.

Corie Rybak
Crybak@wyoming.com

Sent from my iPad

Tyler Valentine

From: Jim Brungardt <jbrungardt@3creekbranchhoa.com>
Sent: Saturday, July 27, 2019 7:21 AM
To: Tyler Valentine
Subject: P19-137,138 640 and 650 S. Glenwood

Tyler,

I will be unable able to attend the August 7th meeting. Please include the following into the Staff Report. Thanks.

I have lived on the 600 block of South Glenwood for 15 years, first as a renter and now as a homeowner. This is my home and where I plan to be for a long time. I do have some concerns about the new proposed development across the street from my home. What first jumps out is the size of the proposed building..3 stories... particularly when compared to everything else nearby. It appears the proposed development will max out the building envelope and will only provide the barest of landscaping required. Please remember, we in this neighborhood walk out our doors every day and have to look at whatever ends up on this property. None of us expect these lots to remain vacant but hope some consideration is given to how the proposed development fits in with all the existing structures in the neighborhood. I also have concerns on how this proposed development will affect parking and traffic flow. Quite often when there is a big event at Snow King the traffic and parking on this little cul-de-sac can be a joke making it difficult for emergency vehicles to navigate. I hope someone has given some thought as to how a development of this size may affect what is already at times a traffic and parking problem. I also have concerns about the where the sidewalks will go and how snow removal will be handled. Much like those with questions and concerns with the 440 W. Kelly project, as you review this proposal I ask that you please keep in mind those of us that call this part of Jackson home. Thank you for your time.

Jim Brungardt



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: South Gelnwood Apartments
Physical Address: 640-650 South Glenwood, Jackson 83001
Lot, Subdivision: Lots 4,5,6, & 7 Block 4, Plat 128 PIDN: 22-41-16-33-1-38-006 / 22-41-16-33-1-38-011

PROPERTY OWNER.

Name: Base Camp, LLC c/o Frontier Registered Agency Services LLC Phone: 203.227.2390
Mailing Address: 2120 Carey Avenue, Cheyenne, WY ZIP: 82001
E-mail: plockitt@cohenandassociates.com

APPLICANT/AGENT.

Name: Erika M. Nash, Long Reimer Winegar LLP Phone: 307.734.1908
Mailing Address: PO Box 3070, Jackson, WY ZIP: 83001
E-mail: enash@lrw-law.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	Physical Development	Interpretations
____ Basic Use	____ Sketch Plan	____ Formal Interpretation
____ Conditional Use	☒ Development Plan	____ Zoning Compliance Verification
____ Special Use	____ Design Review	Amendments to the LDRs
Relief from the LDRs	Subdivision/Development Option	____ LDR Text Amendment
____ Administrative Adjustment	____ Subdivision Plat	____ Map Amendment
____ Variance	____ Boundary Adjustment (replat)	Miscellaneous
____ Beneficial Use Determination	____ Boundary Adjustment (no plat)	____ Other: _____
____ Appeal of an Admin. Decision	____ Development Option Plan	____ 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 #: P-17 200 & 201 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.

Signature of Property Owner or Authorized Applicant/Agent

Erika M. Nash

Name Printed



May, 29, 2019

Date

Special Limited Manager Agent

Title

LETTER OF AUTHORIZATION

Base Camp, LLC, "Owner" whose address is: PO Box 87
Cheyenne, WY 82001

(NAME OF ALL INDIVIDUALS OR ENTITY OWNING THE PROPERTY)

Base Camp, LLC, as the owner of property
more specifically legally described as:

See Exhibit A

(If too lengthy, attach description)

HEREBY AUTHORIZES

Enikz M. Nesh

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:

Enikz M. Nesh

(SIGNATURE) (SIGNATURE OF CO-OWNER)

Title: Special Limited manager Agent

(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 Enikz M. Nesh this 1st day of April, 2019.

WITNESS my hand and official seal.

(Seal)

(Notary Public)

My commission expires:



EXHIBIT "A"
LEGAL DESCRIPTION

The land described herein is situated in the State of Wyoming, County of Teton, City of Jackson, described as follows:

AS TO PARCEL 1:

Lot 4 of Block 4 of the Second Karns Addition to the Town of Jackson, Teton County, Wyoming, according to that plat recorded in the Office of the Teton County Clerk on March 13, 1939 as Plat No. 128.

AS TO PARCEL 2:

Lots 5, 6, and 7 of Block 4 of the Second Karns Addition to the Town of Jackson, Teton County, Wyoming, according to that plat recorded in the Office of the Teton County Clerk on March 13, 1939 as Plat No. 128.

PIDN: 22-41-16-33-1-38-006, 22-41-16-33-1-38-011

Tyler Valentine
Senior Planner
Town of Jackson
P.O. Box 1687
Jackson, WY 83001

Re: Final Development Plan for 640-650 South Glenwood Street

May 21, 2019

Dear Tyler,

Please accept this Final Development Plan application ("FDP") for the residential development located at 640-650 South Glenwood Street. As a continuation of our Sketch Plan, which was unanimously approved on November 19, 2018, our goal is to provide 20-units of walkable, workforce housing in downtown Jackson. The architectural design and building materials blend with the character and scale of the surrounding neighborhood.

The key elements to the FDP are as follows:

- Our application continues to comply with all Land Development Regulations (LDRs)
- There are no requests for variances, waivers, or administrative adjustments to the LDRs.
- This application contains all the previously approved Sketch Plan elements that implement the Teton County Comprehensive Plan.
- This application addresses the conditions for approval outlined by the Town.
- This project offers an opportunity to replace the existing blighted home & cabin on this lot.

The details and supporting materials to the application are contained herein. Thank you for your guidance throughout this process and we look forward to working with you and your colleagues in the coming months. If you have any questions, please feel free to contact me at your convenience.

Best,



Elizabeth Whittaker, AIA
MERGE Architects, Principal
beth@mergearchitects.com
617 670 0265

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A1.1 Level 1 Plan	
A1.2 Level 2 Plan	

A1.3 Level 3 Plan

A1.4 Roof Plan

A2.1 Building Elevations

A2.2 Building Elevations

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Exhibit B: Engineering Report

Introduction

Project Site & Description

1.0 Utilities

1.1 Water Supply

1.2 Wastewater Disposal

2.0 Vehicle Accessing & Parking

2.1 Vehicle Access Design

2.2 Emergency Accessing

2.3 Parking

2.4 Traffic Impact Analysis

3.0 Pedestrian Access

4.0 Grading & Erosion Control

5.0 Stormwater & Snow Management

5.1 Requirements for Construction

5.2 Stormwater Design

5.3 Pre- & Post-Development Site Runoff

5.4 Parking Lot Stormwater System Design

5.5 Snow Management

6.0 Construction Phasing & Staging

Appendix I - Water Supply Calculations

Appendix II - Wastewater Calculations

Appendix III - Vehicle Turning Analysis

Appendix IV - Stormwater Runoff

Project Description & Program

Project Description

The South Glenwood Apartments provide 20 rental apartments to be used for long-term workforce housing on what is currently an underutilized and unattractive site near the base of the Snow King resort. The proposed building will include one three story building providing street frontage on South Glenwood.

LDR Compliance

The site is located in the Planned Unit Development - Urban Residential Zone (PUD-NM-2). This proposal is designed to comply with the current regulations and received Sketch Plan approval from the Design Review Committee, the Planning Commission and the Town Council. No variances or waivers are sought.

Architectural Design

The architectural character of the new building is articulated in the “Adherence to Design Guidelines” section of this document.

Facade

The facade of the new building is 157' in total length, broken into three (3) approximately 42' wide masses with set back lobby entries at the junctions between volumes. This configuration creates the impression of three smaller buildings, in keeping with the scale of the existing neighborhood. The base of the building is concrete, and the upper floors are clad in wood. This speaks to a rooted mountain vernacular, while taking into account practical concerns of durability and maintenance. Windows and recessed balconies are used in concert to create an activated and inviting street presence.

Pedestrian Walkway

The building setback varies from 14'-3" to 37'-6" from the front face of the curb. This allows for a 5'-0" wide landscape buffer, 6'-0" wide sidewalk, and an additional landscape buffer of varying width before the face of the building. This project incorporates all Town of Jackson streetscape standards.

Parking on Site

All required parking will be provided on site. No street parking will be needed to meet the requirement.

Open Space

There will be a lawn area West of the building bulk for occupant comfort.

Site Staging

See attached sheet C2.0 for construction staging & phasing plan. This plan shows fencing locations, construction parking, stockpile, refuse, and material storage locations. Outside of the construction of the new sidewalk and alley paving, no work will need to be done within the Road Right of Way.

Adherence to Design Guidelines

Public Space

The character of the surrounding neighborhood is primarily residential, with the exception of “The Lift” restaurant at the site’s East.

The building’s siting creates an attractive front yard to the West that can be used by inhabitants during the warm months. Trees create a visual threshold between South Glenwood Street and the sidewalk (and the proposal preserves existing trees of significance). The project uses landscaped beds on the South, West & North to soften the building at its base and handle storm run-off. Around the backside of the building, the bike parking and trash/recycling enclosure shares the building’s cladding and roofline to elevate it above its utilitarian use.

The site is accessed vehicularly from South Glenwood Street and cars exit to the alley at the East. Parking is provided in a series of integrated garages and surface spaces. Snow-piling is provided in various locations across the site.

Composition, Massing & Street-Walls

The project has a one story base that supports three distinct, two-story volumes above it. This approach accommodates a generous amount of interior parking, while keeping with the smaller scale of the surrounding neighborhood. The intent of the base is to celebrate the human-scale at the ground level through a datum-line and a textural relief.

The design includes subtractive balconies and entryways that face the street, and sloping roofs that: reference the context (both the houses across the cul-de-sac and the mountains beyond); reduce the perceived scale of the buildings; limit the risk of snow shed; and open the possibility of utilizing solar energy (which is being considered for this project).

Materials

The base of the building uses architectural concrete-masonry block to visually anchor the mass and to provide durability during harsh winters. The upper levels of the building use vertically-oriented cedar siding in two widths to provide warmth, participate in the Jackson vernacular, and create texture. The building presents different visual experiences from different vantage points, but the cladding and composition of windows is given equal consideration on all sides.

The project’s signage will be limited to the address number and code-required parking signage, which will be in accordance with others in the neighborhood. The lighting will be the minimum quantity required to safely illuminate the walking paths at the front and the building’s entries.

Program Areas

The building houses 20 rental apartment units. Owner will maintain leases on all units to be used for long-term workforce housing. There are four unit types; four (4) studios, two (2) one-bedrooms, eleven (11) two-bedrooms, and three (3) three-bedrooms. Each unit will have a stackable washer/dryer. All units at grade could be converted to accessible units.

Unit Name	Unit Type	SF	# of Pkng Spaces	Pkng Space #
A101	1 Bed	570	1	21
B101	1 Bed	570	1	27
C101	3 Bed	1,212	2	29, 30
A201	3 Bed	1,123	2	18, 19
A202	2 Bed	801	2	16, 17
B201	2 Bed	731	1	26
B202	2 Bed	801	2	24, 25
B203	Studio	392	1	12
C201	2 Bed	789	1	9
C202	2 Bed	801	2	5, 28
C203	3 Bed	970	2	31, 32
A301	2 Bed	731	1	20
A302	2 Bed	801	2	13, 14
A303	Studio	392	1	15
B301	2 Bed	731	1	11
B302	2 Bed	801	2	22, 23
B303	Studio	392	1	10
C301	2 Bed	731	1	8
C302	2 Bed	801	2	6,7
C303	Studio	392	1	4
-	Visitor	-	3	1, 2, 3
	20 units	14,532*	32	

** This number does not include garages, circulation or mechanical space.*

Conditions of Approval

1. *The applicant shall provide a signage and striping plan for on-site parking identifying which spaces belong to which unit. In addition, 3-4 of the on-site spaces shall be designated as guest parking spaces.*

The applicant has provided a signage & striping plan: see drawing C5.0. The “Program Areas” chart designates each unit’s parking space or spaces, and the location of the three (3) guest parking spaces.

2. *The applicant shall design the sidewalks and street landscaping on the east side of South Glenwood to Snow King Avenue to meet the guidelines for pedestrian frontages in the Community Streets Plan and as noted in this staff report. This includes a 5’ attached landscape strip with approved tree plantings properly spaced and 6’ detached sidewalk.*

The response to this condition has been grouped with the response to Condition #8. See below.

3. *The applicant shall either install a barrier/fence along the alley parking spaces OR shall revise the parking space dimensions so that they are at minimum 22 feet deep.*

After follow-up conversations with the Town, the applicant is showing 22’ foot deep spaces with a 2’ deep continuous vertical curb. This was requested in lieu of individual curb stops, which staff felt would get displaced over time by plows or cars.

Because PUDs allow flexible development standards and the approved Sketch Plan was conceptual in nature, the applicant is proposing a 22’ wide drive aisle as part of this Development Plan. The Engineer’s Report—see “2.0 Vehicle Access & Parking” and “Appendix III”—supports the legitimacy of this approach and illustrates that there is ample room for vehicular movement.

4. *At the time of Development Plan submittal the applicant shall provide a stamped landscape plan prepared by a licensed Wyoming landscape architect with 23 plant units and cost breakdown. The plan shall locate most of the landscaping in the front of the building but also incorporate planting along both the north and south setback areas.*

Please see drawing L1.1 which elaborates both the landscape scope and the cost breakdown.

5. *The applicant shall provide a Traffic Analysis and vehicle movement plan consistent with Engineering Department’s comments in the department reviews.*

This has been addressed in the Engineer’s Report through “2.0 Vehicle Access & Parking” and “Appendix III” (Exhibit A: Vehicle Turning Analysis and Exhibit B: Traffic Movements).

6. *The approval is subject to Section 7.4.2.D.13 Apartment Building Exemption. Upon future subdivision the applicant at that time will be subject to the currently adopted Workforce Housing regulations (7.4.2.D.13 will be repealed in its entirety), and subject to the Affordable Housing Regulations in place at the time of sketch plan submission.*

LDR 7.4.2.D.13. **Apartment Building.** An apartment building meeting the following standards is exempt from the standards of the Division.

A. The apartment building shall have 20 or more units.

Complies. The building has 20 units.

B. No apartment in the building shall exceed the maximum habitable floor area established below, except that a 10% adjustment may be approved.

- Studio: 450 sf

- 1 bedroom: 675 sf

- 2 bedroom: 975 sf

- 3 bedroom: 1,175 sf

- Each additional bedroom: 200 sf

Complies. The proposed units do not exceed the size requirement for each of the above thresholds.

C. By January 31 of each year following issuance of a certificate of occupancy of the building, the owner of the apartment building shall provide the Housing Director with a report containing demographic information required by the Town that can be legally obtained and shared by the owner, including but not limited to:

- Average rent charged by unit type,

- Average number of tenants by unit type, and

- Percentage of tenants employed in Teton County.

Complies. As conditioned, the applicant will be required to adhere to the above standards.

D. If any apartment in the building is approved for another use (e.g. condominiumization to attached single family use or approval of short-term rental use) this exemption shall be voided for the entire building. At the time of such approval, the standards of this Division shall be applied to all previously exempted units as though they were being newly developed.

Complies. As conditioned, the applicant will be required to adhere to the above standards.

E. This exemption shall expire May 15, 2022.

Complies. The applicant applied for this exemption prior to May 15, 2022.

The applicant acknowledges this condition of approval. The unit sizes are outlined within the "Program Areas" Chart and are in compliance with these values.

7. *The applicant shall revise the site plan and floor plan to provide pedestrian access from the parking/garage area to the northwestern most unit on the ground level.*

The applicant has revised Unit C101 to honor this request. Units A101 & B101 have also been adjusted to address a similar condition.

8. *The applicant shall pave the alley to the satisfaction of the Public Works department as stated in the department reviews.*

Please see drawing L1.1 which elaborates the landscape scope of this condition and drawing C1.1 which elaborates the sidewalk & alley portion of this scope.

We have met the Town's conditions for approval of Base Camp's rezoning and Sketch Plan proposals. However, we have concerns about two conditions: (1) the requirements that Base Camp build the entire sidewalk beyond the applicant's property all the way to Snow King Avenue, and (2) the requirement that Base Camp pave the entire alley beyond the applicant's property to Snow King Avenue.

In the spirit of being fair and equitable, there are significant portions of the proposed capital improvements that are not adjacent to the Base Camp property. Rough proportionality is the standard for what is customary when requesting capital improvements be made, and it appears that the requested work goes well beyond these established limits of fairness. As noted by Town

Staff, this represents a shift outside of common practice, in which improvements “were limited to the areas directly adjacent to the development’s property(s) and did not extend further.”

We have similar concerns regarding whether it is appropriate to have one landowner shoulder the entire cost of these major improvements, including portions adjacent to and directly benefiting property owned by other entities, such as Miller Ventures, L.P. and NewJack LLC. At the very least, the Town’s exaction should be proportional to the projected impact of Base Camp’s development. In the spirit of being fair and equitable, Base Camp is proposing that the Town consider requiring from each adjacent landowner a pro rata for the cost of the extended alley if/when they decide to develop their parcels with the Town, and that the Town be responsible for the actual alley paving project, but that Base Camp deposit its share of the paving now. For the sidewalk, Base Camp is happy to install the sidewalk across its land, and can deposit a bond with the Town to ensure that it is completed as part of the project.

Sidewalk:

Based on a cost estimate provided by our general contractor, the sidewalk paving scope is estimated to cost \$84,894, running the sidewalk all the way to Snow King, which again seems out of proportion with norms on developments. Base Camp is proposing that it should be responsible to install a sidewalk to the Town of Jackson’s engineering and municipal specifications across Base Camp property, based on the cost estimate that would be approximately a cost of \$47,367 (55.8%) of the total sidewalk improvements to get to Snow King, so a significant portion will be taken care of by Base Camp. Base Camp can also post a surety bond with the Town of Jackson in an appropriate amount, to ensure that the sidewalk installation is performed as part of the approved project. Once the sidewalk work is completed by Base Camp, and approved by the Town, the surety bond can be released back to Base Camp.

Alley:

Based on a cost estimate from the general contractor for Base Camp, the scope of the alley paving is estimated to cost \$49,536; based on frontage, we believe that Base Camp should be responsible for no more than \$13,174 (26.6%) of the alley improvements. We propose a payment to the Town of Jackson in the amount of \$13, 174, which will be noted in the development permit file, so that when the Town of Jackson is ready to pave the alley, or if other neighbors would like to pay to have the alley paved, Base Camp will have already paid for its share. Alternatively, Base Camp could be required to simply grade the alley after its work is completed to make sure that potholes and bumps are smoothed out.

9. *The applicant shall comply with all recommendations of the Design Review Committee.*

The applicant has incorporated all recorded comments from the Design Review Committee.

LDR Compliance

Requirements	Proposed	Compliance
FAR PUD-NM-2 25,136 sf gross site area x .65 = 16,338 sf	16,338 sf	Complies
LSR PUD-NM-2 25,136 sf gross site area x .30 = 7,541 sf	7,547 sf	Complies
Building Height PUD-NM-2 Max 35'-0"	35'-0" at highest point	Complies
Number of Floors Max 3 stories above grade	3 stories	Complies
Building Width Building width for PUD-ToJ zones shall be set on an individual, project-by- project basis.	157'-0"	Complies
Pedestrian Frontage	Varies; 14'-3" to 37'-6"	Complies
Setbacks Setbacks for PUD-ToJ zones shall be set on an individual, project-by-project basis. The numbers below indicate the recommended setbacks.	-	Complies
Primary Street 12'-0"	Varies; 14'-3" to 37'-6"	Complies
Side 5'-0"	11'-0" & 24'-6"	Complies
Rear 20'-0"	44'-6"	Complies
Parking Setback Parking standards for PUD-ToJ zones shall be set on an individual, project-by-project basis	-	Complies
Parking Parking standards for PUD-ToJ zones shall be set on an individual, project-by-project basis	32 spaces	Complies
Employee Housing Requirement Exempt	Workforce housing provided	Complies
Plant Units Landscaping requirement of 1 per du = 20 plant units Parking spaces 32/12 = 2.667 Total Plant Units Required = 23	23 plant units	Complies

Responses to Submittal Checklist

Permit Application	Included in submission
Letter of Authorization	Included in submission
Application Fees	Paid on submission
Review Fees	Will be paid when billed
Notice Fee	Will be paid when billed
Digital Submission	Will be submitted upon Sufficiency
Response to Submittal Checklist	Provided here
Narrative Description	See Project Description & Program
Proposed Development Program	See Project Description & Program
Findings for Approval	See Findings for Approval: Development Plan
Site Plan	See Exhibit A (C1.1)
Floor Plans	See Exhibit A (C1.1, A1.1, A1.2, A1.3, A1.4)
Neighborhood Meeting	Completed on 08/03/17
Posted Notice	Will be posted upon scheduling of public hearings
Structure Location & Mass	See LDR Compliance calculations and Exhibit A
Maximum Scale of Development	See LDR Compliance calculations and Exhibit A
Design Review	Site & building plans approved by DRC at Sketch Plan
Site Development	See Exhibit A (C1.1)
Landscaping	See Exhibit A (L1.1)
Fencing	No fencing proposed
Scenic Standards	All lighting will comply with regulations; not in SRO
Signs	See Exhibit A (C5.0)
GEC & Stormwater	See Exhibit B
Allowed Uses	Workforce Housing
Parking	See Project Description & Program, LDR Compliance calculations and Exhibit A (C5.0)

Employee Housing	Long Term Workforce Housing
Max Scale of Use	Housing complies
<u>Operational Standards</u>	
Outside Storage	See Exhibit A (C1.1) for bike storage attached to refuse & recycling enclosure
Refuse / Recycling	See Exhibit A (C1.1) for enclosed refuse & recycling enclosure location
Noise, Vibration, Electrical Disturbances, Fire / Explosive Hazards	Uses will comply with regulations
Allowed Subdivision / Development Options	PUD-NM-2
Residential Subdivision Requirements	Exempt per LDR Section 7.4.2.D.13
Infrastructure	Driveway enters off South Glenwood; Exits to the alley
Nonconformities	Not applicable
Open Space Standards	Not applicable

Findings for Approval: Development Plan

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

The property is within Character District 3.2 within District 3: Town Residential Core. Below are descriptions of how the proposed development will meet each of the desired characteristics of the Comprehensive Plan.

- a. *Character*

From the Town's report in preparation for the December 17, 2018 Town Council Meeting: "As conditioned, staff finds that the proposed project improves implementation of the desired future character defined in the Illustration of Our Vision chapter of the Comprehensive Plan on all aspects. The Town Residential Core is envisioned to be comprised of a variety of housing types, because the existing housing trend tends to be single family, the proposed multi-family apartment project satisfies this vision in providing a different type of housing. In addition to variety in type, the vision also includes a variety in density. A 20-unit complex will provide one of the more dense developments within the immediate neighborhood thus satisfying the need for high density residential. Lastly, the proposed project is located near the core of Town close to employment, amenities and local transit which are all envisioned for the Town Residential Core."

- b. *Streetscape & Pedestrian*

All parking will be on site to the rear and within the lower level of the building. By placing the parking within the structure, and providing screening to the North and South of the site, its visual presence is minimized. The pedestrian experience is inviting with a landscape buffer, new sidewalk, and lush native vegetation within a generous front yard. The building will have large glazed openings and covered balconies to create transparency and activate the street front.

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

Not applicable

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.*

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. See the attached Engineering Report which shows that there is no significant impact on transportation, potable water or wastewater.

4. *Complies with the Town of Jackson Design Guidelines.*

Complies with the Town of Jackson Design Guidelines as outlined in the Town's document and as

elaborated by the Design Review Committee. The applicant will endeavor to address any additional comments the Committee may have.

5. *Complies with all relevant standards of these LDRs and other Town Ordinances as can be determined by the level of detail of a Development Plan.*

This application complies with all relevant standards of the LDRs and Town Ordinances as can be determined at this time: see the "LDR Compliance" and "Responses to Submittal Checklist" portions of this document for further elaboration.

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

This application is in substantial conformance with all prior submissions and approvals.

Basecamp_Letter of Sufficiency

Tyson Slater <tyson@newwestbc.com>

Thu, Sep 5, 2019 at 11:53 AM

To: Kyle Barker <kyle@mergearchitects.com>

Cc: Elizabeth Whittaker <beth@mergearchitects.com>

I based all this off 8/03/18 drawings using exteriors labeled CMU.

Boardform:\$96,190

CMU:\$57,140

I am still waiting for the masons updated pricing, but our above pricing should be adequate.

Tyson Slater

[Quoted text hidden]



SOUTH GLENWOOD APARTMENTS

640-650 SOUTH GLENWOOD ST
JACKSON, WYOMING 83001

DEVELOPMENT PLAN SUBMISSION
REVISION

DRAWING LIST

- G0.0 COVER SHEET
- G1.0 SITE LOCATION
- G1.1 SITE LOCATION, ZOOM
- C1.0 EXISTING SITE & DEMO PLAN
- C1.1 FINAL SITE PLAN
- C2.0 CONSTRUCTION STAGING & PHASING PLAN
- C3.0 UTILITY PLAN
- C3.1 UTILITY DETAILS
- C3.2 UTILITY DETAILS
- C3.3 UTILITY DETAILS
- C3.4 UTILITY DETAILS
- C4.0 GRADING PLAN
- C4.1 GRADING DETAILS
- C4.2 GRADING DETAILS
- C5.0 SIGN & STRIPING PLAN
- L1.1 LANDSCAPE PLAN
- A1.1 LEVEL 1 PLAN
- A1.2 LEVEL 2 PLAN
- A1.3 LEVEL 3 PLAN
- A1.4 ROOF PLAN
- A2.1 BUILDING ELEVATIONS
- A2.2 BUILDING ELEVATIONS
- A9.0 PERSPECTIVE VIEW
- A9.1 PERSPECTIVE VIEW
- A9.2 PERSPECTIVE VIEW

REGISTRATION



CLIENT

BASE CAMP LLC C/O COHEN & ASSOCIATES LLC
49 RICHMONDVILLE AVE, SUITE 105
WESTPORT, CT 06880
(203) 227-2390

ARCHITECT

MERGE ARCHITECTS, INC.
332 CONGRESS ST, FLOOR 6
BOSTON, MA 02210
(617) 670-0665

LANDSCAPE ARCHITECT

AGROSTIS, INC.
1130 MAPLE WAY, SUITE 2C
PO BOX 3074 | JACKSON, WY 83001
(307) 413-1885

STRUCTURAL ENGINEER

NELSON ENGINEERING
450 CACHE ST, PO BOX 1599
JACKSON, WY 83001
(307) 733-2087

MEP ENGINEER

ENERGY-1 LLC
225 EAST BROADWAY
JACKSON, WY 83001
(307) 200-2210

MERGEARCHITECTS^{INC}

SOUTH GLENWOOD APARTMENTS

640-650 SOUTH GLENWOOD ST
JACKSON, WY 83001

03/15/19	DEVELOPMENT PLAN
09/16/19	DEVELOPMENT PLAN REV
THE CONTRACTOR IS RESPONSIBLE FOR MATERIALS, DETAILS AND ACCURACY, FOR ALL QUANTITIES AND DIMENSIONS, FOR SELECTING FABRICATION PROCESSES, FOR TECHNIQUES OF ASSEMBLY, FOR PERFORMING WORK IN A SAFE MANNER, AND FOR COORDINATING WORK WITH THAT OF ALL TRADES	
JOB NO.:	17261
SCALE:	
DATE:	09/16/19
DRAWING TITLE	
COVER SHEET	
SHEET NO.	
G0.0	

9/16/2019 3:44:57 PM



REGISTRATION



CLIENT
BASE CAMP LLC C/O COHEN & ASSOCIATES LLC
49 RICHMONDVILLE AVE, SUITE 105
WESTPORT, CT 06880
(203) 227-2380

ARCHITECT
MERGE ARCHITECTS, INC.
332 CONGRESS ST, FLOOR 6
BOSTON, MA 02210
(617) 670-0065

LANDSCAPE ARCHITECT
ACROSTIS, INC.
1130 MAPLE WAY, SUITE 2C
PO BOX 3074 | JACKSON, WY 83001
(307) 413-1885

STRUCTURAL ENGINEER
NELSON ENGINEERING
430 CACHE ST, PO BOX 1599
JACKSON, WY 83001
(307) 733-2087

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ENERGY-1 LLC
225 EAST BROADWAY
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MERGEARCHITECTS^{INC}
SOUTH GLENWOOD APARTMENTS
640-650 SOUTH GLENWOOD ST
JACKSON, WY 83001

03/15/19 DEVELOPMENT PLAN

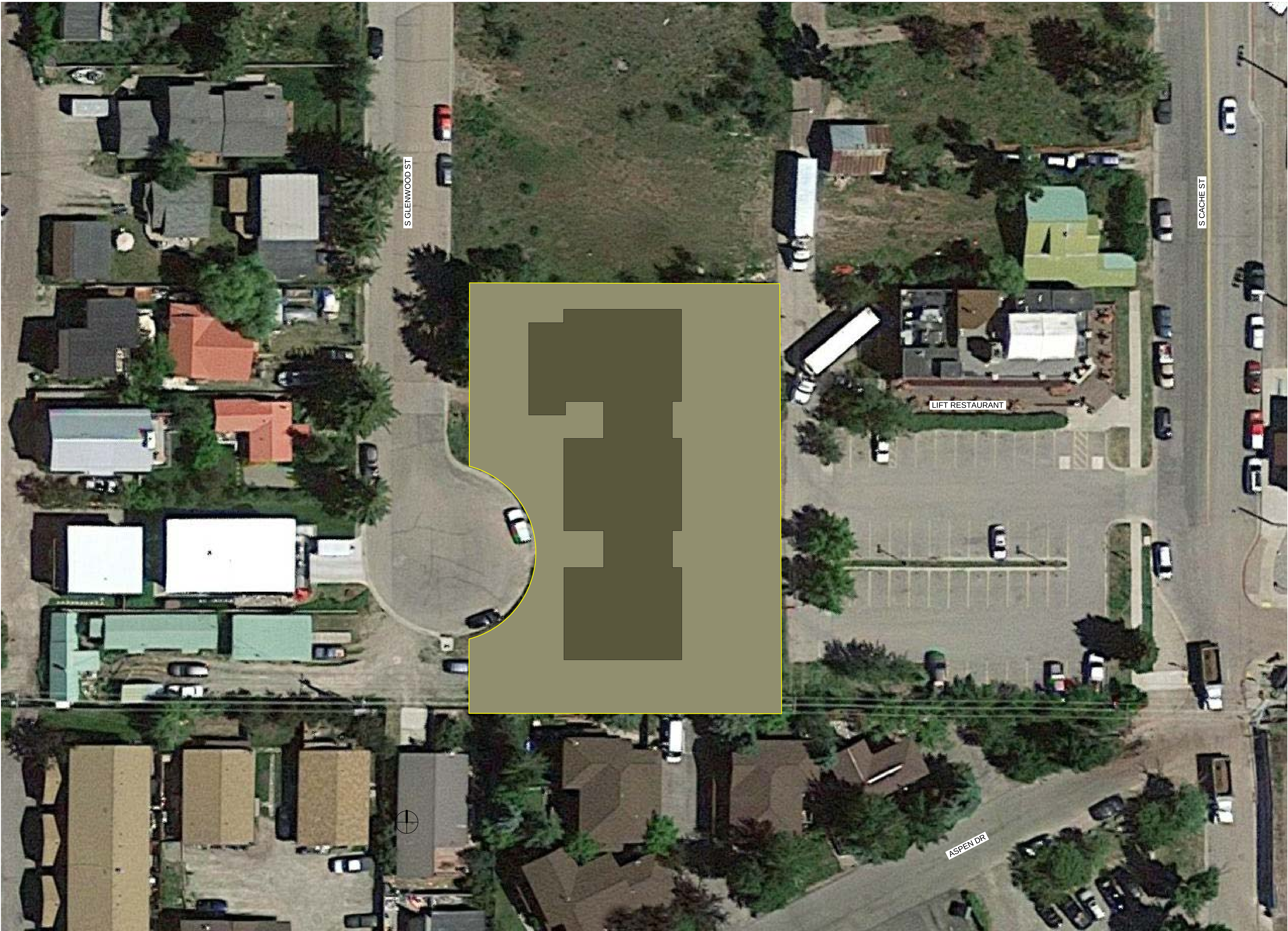
THE CONTRACTOR IS RESPONSIBLE FOR MATERIALS, DETAILS AND ACCURACY, FOR ALL QUANTITIES AND DIMENSIONS, FOR SELECTING FABRICATION PROCESSES, FOR TECHNIQUES OF ASSEMBLY, FOR PERFORMING WORK IN A SAFE MANNER, AND FOR COORDINATING WORK WITH THAT OF ALL TRADES

JOB NO.: 17261
SCALE: 1" = 50'-0"
DATE: 03/15/19

DRAWING TITLE
SITE LOCATION

SHEET NO.

G1.0



REGISTRATION



CLIENT
BASE CAMP LLC C/O COHEN & ASSOCIATES LLC
49 RICHMONDVILLE AVE, SUITE 105
WESTPORT, CT 06880
(203) 227-2390

ARCHITECT
MERGE ARCHITECTS, INC.
332 CONGRESS ST, FLOOR 6
BOSTON, MA 02210
(617) 670-0265

LANDSCAPE ARCHITECT
ACROSTIS, INC.
1130 MAPLE WAY, SUITE 2C
PO BOX 3074 | JACKSON, WY 83001
(307) 413-1885

STRUCTURAL ENGINEER
NELSON ENGINEERING
459 CACHE ST, PO BOX 1599
JACKSON, WY 83001
(307) 733-2867

MEP ENGINEER
ENERGY-1 LLC
225 EAST BROADWAY
JACKSON, WY 83001
(307) 200-2210

MERGEARCHITECTS^{INC}
SOUTH GLENWOOD APARTMENTS
640-650 SOUTH GLENWOOD ST
JACKSON, WY 83001

03/15/19 DEVELOPMENT PLAN

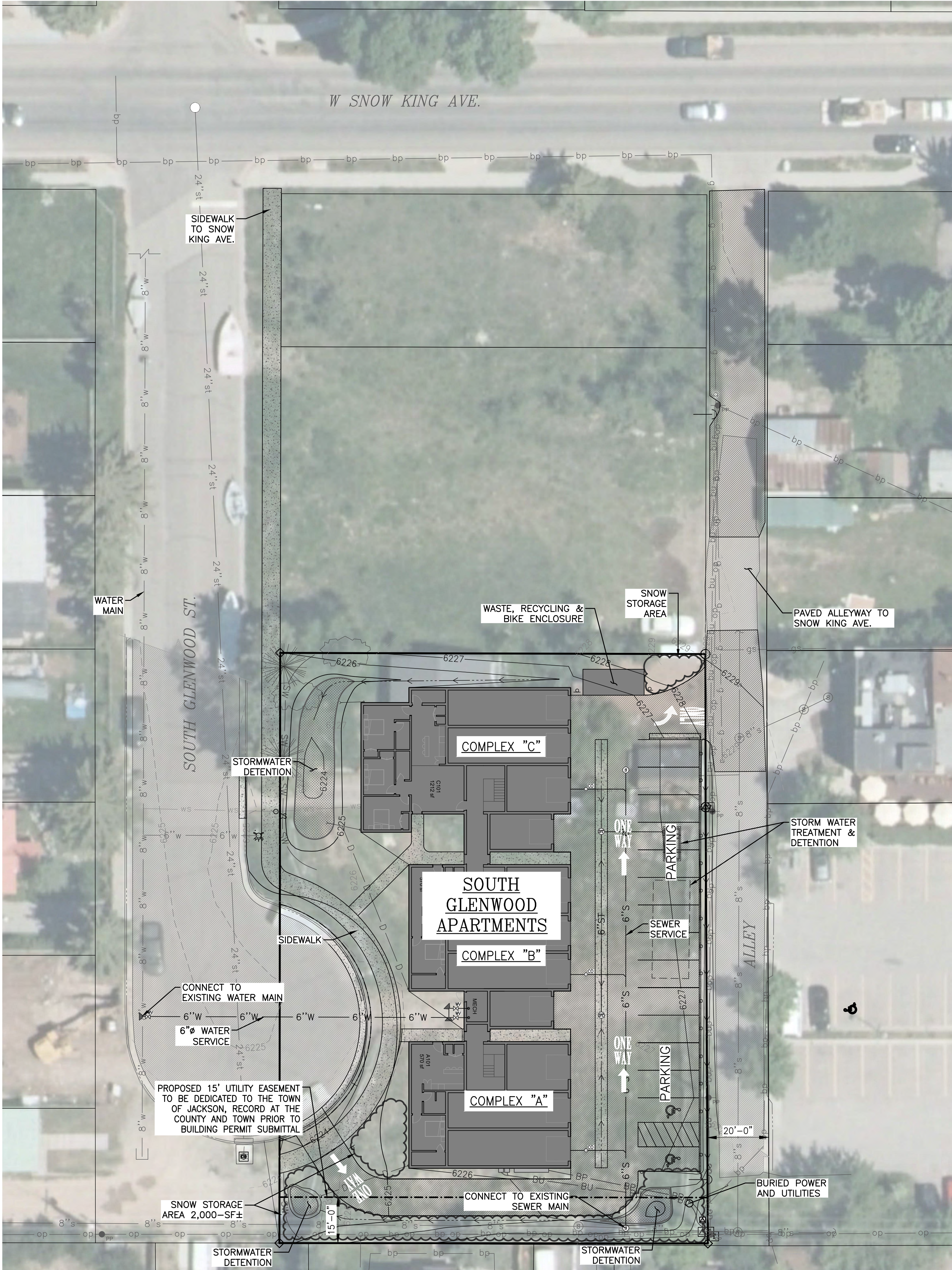
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JOB NO.: 17261
SCALE: 1" = 20'-0"
DATE: 03/15/19

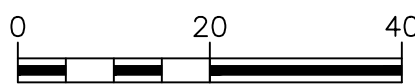
DRAWING TITLE
SITE LOCATION, ZOOM

SHEET NO.

G1.1



FINAL SITE PLAN
SCALE: 1" = 20' (24X36)



GENERAL CONSTRUCTION NOTES:

- CAUTION:** UNDERGROUND UTILITY LOCATIONS ARE NOT GUARANTEED, NOR IS THERE ANY GUARANTEE THAT ALL EXISTING UTILITIES (WHETHER FUNCTIONAL OR ABANDONED) WITHIN THE PROJECT AREA ARE SHOWN ON THESE CONSTRUCTION DRAWINGS. THE CONTRACTOR SHALL DETERMINE THE EXACT LOCATION OF ALL UNDERGROUND UTILITIES BEFORE STARTING WORK. THE CONTRACTOR SHALL BE RESPONSIBLE FOR ALL DAMAGE RESULTING FROM CONTRACTORS WORK.
1. ENCROACHMENT PERMIT MUST BE SUBMITTED TO TOWN OF JACKSON PRIOR TO ANY WORK IN PUBLIC (TOWN) STREET RIGHT-OF-WAYS.
 2. ALL BEDDING AND BACKFILL WITHIN THE TOWN OF JACKSON RIGHT-OF-WAY MUST MEET TOJ SPECIFICATIONS AND STANDARD DETAILS. COMPACTION OF BACKFILL SHALL BE COMPLETED WITH A BACKHOE MOUNTED HOE PACK, OR JUMPING JACK COMPACTOR.
 3. CONTRACTOR SHALL COMPLY WITH REQUIREMENTS OF THE APPROVED CONSTRUCTION MANAGEMENT PLAN, BUILDING PERMIT, AND DEMOLITION AND ENCROACHMENT PERMITS ISSUED BY THE TOWN OF JACKSON.
 4. INSTALL CONSTRUCTION FENCING IN ORDER TO CONFINE WORK WITHIN AFFECTED LOTS. COMPLY WITH SHEET C2.0.
 5. THERE ARE SEVERAL OVERHEAD POWER LINES ONSITE. CONTRACTOR SHALL PROVIDE A SPOTTER WHEN COMPLETING WORK BENEATH OR NEAR POWER LINES AND MAINTAIN 10-FT (MINIMUM) VERTICAL CLEARANCE FROM OVERHEAD TRANSMISSION PHASES AND WORKING EQUIPMENT.

LEGEND
(DESIGN)

6225	INDEX CONTOUR
6226	MINOR CONTOUR
6"W	6" DIP WATER SERVICE (FIRE)
4"W	4" DIP WATER SERVICE (DOMESTIC)
6"S	6" SEWER
4"S	4" SEWER SERVICE
8"ST	8" STORM SEWER
4"ST	4" STORM SEWER
BU	BURIED UTILITIES
BP	BURIED POWER
LD	LIMITS OF DISTURBANCE
Flowline	FLOWLINE DITCH/SWALE
SF	SILT FENCE
SW	STRAW WATTLE
Replacement	REPLACEMENT CONCRETE/ASPHALT PAVEMENT
WV	WATER VALVE
CS	CURB STOP
S	SEWER MANHOLE
CO	CLEANOUT
ST	STORM SEWER MANHOLE
Transformer	POWER TRANSFORMER
XEG 28.0	EXISTING GRADE ELEVATION
X28.1	FINISH GRADE ELEVATION
XBOC 28.0	BACK OF CURB ELEVATION
XHP 28.0	HIGH POINT ELEVATION

DEVELOPMENT PLAN
NOT FOR CONSTRUCTION

**NELSON
ENGINEERING**
Professional Engineers & Land Surveyors
www.nelsonengineering.net
PO Box 1599 | 430 South Cache St | Jackson, WY 83001
Jackson 307.733.2087 | Buffalo 307.684.7029

MERGE ARCHITECTS INC
SOUTH GLENWOOD APARTMENTS
640-650 SOUTH GLENWOOD ST
JACKSON, WY 83001

REGISTRATION



CLIENT

BASE CAMP LLC c/o COHEN & ASSOCIATES LLC
49 RICHMONDVILLE AVE, SUITE 105
WESTPORT, CT 06880
203.227.2390

ARCHITECT

MERGE ARCHITECTS, INC.
332 CONGRESS ST, FLOOR 6
BOSTON, MA 02210
617.670.0265

LANDSCAPE ARCHITECT

AGROSTIS INC.
1130 MARLE WAY, SUITE 2C
PO BOX 3074 | JACKSON, WY 83001
(307) 413-1683

CIVIL/STRUCTURAL ENGINEER

NELSON ENGINEERING
430 CACHE ST, PO BOX 1599
JACKSON, WY 83001
(307) 733-2087

03/13/19 DEVELOPMENT PLAN

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JOB NO.: A/E: 17261 / 17-296-02

SCALE: AS INDICATED

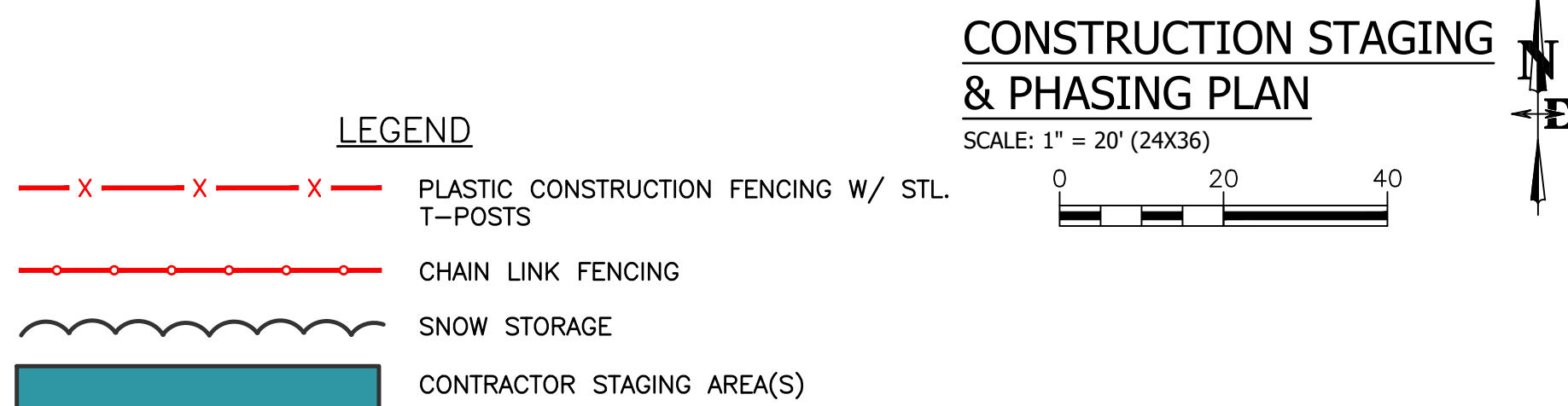
DATE: 3/13/19

DRAWING TITLE

FINAL SITE PLAN

SHEET NO.

C1.1



C2.0

S:\Pro\2017\296-02 (640-650 Glenwood PUD FRP)\4 Drawings\GIVING\ENVIRONMENTAL\CONSTRUCTION MANAGEMENT PLAN.dwg PLOTTED BY: klgottrick DWG FORMAT: 23.0

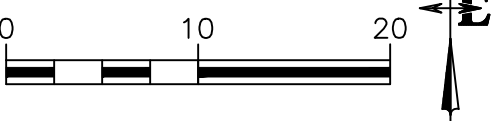


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1. ALL SITE WORK SHALL BE DONE IN ACCORDANCE WITH MYOMING PUBLIC WORKS STANDARD SPECIFICATIONS (PWPPS) 2015 EDITION, THE TOWN OF JACKSON STANDARDS, THESE PLANS AND UTILITY PROVIDERS.
2. ENCROACHMENT PERMIT MUST BE SUBMITTED TO TOWN OF JACKSON PRIOR TO ANY WORK IN STREET RIGHT-OF-WAYS.
3. ALL SITE WORK WITHIN STREETS SHALL BE LIMITED TO APRIL 15TH THROUGH JUNE 15TH, AND/OR SEPT. 15TH THROUGH OCT. 15TH PER TOJ MUNICIPAL CODE 12.08.040. CONTRACTOR MAY SEEK APPROVAL FORM THE TOWN FOR WORK OUTSIDE THESE DATES.
4. COORDINATE WATER AND SEWER UTILITY WORK WITH THE TOWN OF JACKSON PUBLIC WORKS.
5. ALL BEDDING AND BACKFILL WITHIN THE TOWN OF JACKSON RIGHT-OF-WAY MUST MEET TOJ SPECIFICATIONS AND DETAILS PROVIDED IN THIS PLAN.
6. IT IS RECOMMENDED THAT THE CONTRACTOR EMPLOY A SURVEYOR TO PROVIDE STAKING FOR LOCATIONS OF FOUNDATIONS, UTILITIES, GRADING AND PARKING.
7. CONTRACTOR SHOULD COORDINATE THE INSTALLATION OF WIRE UTILITY SERVICES WITH UTILITY PROVIDERS AND ARRANGE INSTALLATION AND SERVICE CONTRACTS.
8. THE VERTICAL PROFILE AND HORIZONTAL ALIGNMENT OF THE PROPOSED SEWER AND WATERLINES MAY CHANGE DEPENDING ON THE LOCATION OF EXISTING WATER AND SEWER UTILITIES. PRIOR TO CONSTRUCTION OF THE SEWER AND WATER LINE SERVICES, CONTRACTOR SHALL UTILIZE EXPLORATORY EXCAVATION TO DETERMINE ACTUAL VERTICAL AND HORIZONTAL LOCATION OF EXISTING UTILITIES. CONTRACTOR SHALL CONSULT WITH THE PROJECT ENGINEER IF THERE ARE ANY VERTICAL CONFLICTS.
9. DOMESTIC WATER AND FIRE SYSTEM PLUMBING SHALL BE COMPLETED BY A LICENSED PLUMBER. IN ORDER TO PROTECT PUBLIC WATER SUPPLY, PLUMBING CONTRACTOR SHALL COMPLY WITH THE FOLLOWING:
 - A. METERING AND BACKFLOW DEVICES SHALL BE LOCATED WITHIN BUILDING MECHANICAL SPACES AS NOTED IN PLAN AND REQUIRED BY TOJ.
 - B. BACKFLOW PREVENTION DEVICES SHALL CONFORM TO AWWA MANUAL OF PRACTICE M-14 REQUIREMENTS. BACKFLOW DEVICES SHALL BE TESTED BY A THIRD-PARTY CERTIFIED TESTER.
 - C. INSTALL ISOLATION VALVES, DOUBLE CHECK BACKFLOW ASSEMBLY AND METER ON DOMESTIC WATER SUPPLY IN ACCORDANCE WITH DETAIL W-113/C3.3.
 - D. IRRIGATION SUPPLY TAKE-OFFS SHALL BE LOCATED UPSTREAM OF THE DOMESTIC WATER METER AND PROVIDE SEPARATE METER, ISOLATION VALVES AND REDUCED PRESSURE PRINCIPLE BACKFLOW ASSEMBLY.
 - E. FIRE SUPPRESSION SYSTEM REQUIREMENTS:
 - 1) INSTALL ISOLATION VALVE AND REDUCED PRESSURE PRINCIPLE BACKFLOW ASSEMBLY ON FIRE SUPPRESSION LINES.
 - 2) WATER LINES SHALL BE INSTALLED IN ACCORDANCE TO NFPA 13 AND NFPA 24 TO PROVIDE PROPER CLEARANCES, SEISMIC REQUIREMENTS, FLUSHING AND HYDRO TESTING. (IFC 901.4.1)
 - 3) FIRE FLOW REQUIREMENTS SHALL MEET APPENDIX B OF THE INTERNATIONAL FIRE CODE (IFC).
 - 4) PITOT WATER FLOW-TEST IS REQUIRED ON ALL NEW FIRE SPRINKLER INSTALLATIONS FOR NFPA 13R AND NFPA 13 SYSTEMS. SYSTEM PLANS WILL NOT BE APPROVED BY TETON COUNTY FIRE/EMS W/OUT A CERTIFIED TEST. (NFPA 291)
10. BASE SECTION OF SEWER MANHOLE SHALL BE CONSTRUCTED BY UTILIZING A CAST-IN-PLACE BASE SECTION. CONTRACTOR SHALL EXCAVATE BELOW THE EXISTING SEWER MAIN FOR PREPARATION OF SUITABLE FOUNDATION FOR CONCRETE PLACEMENT; POUR BASE INCLUDING FORMING 6" W. CHANNEL (NORTH) AND PREPARING FOR RECEIVING MANHOLE SECTION; PLACE DOG-HOUSE MANHOLE SECTION; AND GROUT SECTION JOINTS AND PIPE ANNULUSES. CONTRACTOR SHALL CUT AND REMOVE THE EXISTING SEWER MAIN WITHIN THE CAST-IN-PLACE BASE SECTION FOLLOWING CONSTRUCTION OF THE NEW SEWER COLLECTION SYSTEM, TESTING, AND APPROVAL (BY TOJ).
11. COORDINATE ALL POWER SERVICE WORK WITH LOWER VOLTAGE ENERGY (LVE). CONTRACTOR SHALL ASSIST LVE WITH TRANSFORMER AND POWER SERVICE INSTALLATION, INCLUDING, FURNISHING AND/OR INSTALLING ALL EXCAVATION, BEDDING, BACKFILL, CONCRETE TRANSFORMER PAD (VERIFY IF REQ'D BY LVE), AND SURFACE RESTORATION. TRENCHING AND BACKFILL REQUIREMENTS SHALL COMPLY WITH DETAIL 1/C3.1 AND THE PROJECT SPECIFICATIONS.

SCALE: 1" = 10' (24X36)

A horizontal number line with tick marks at 0 and 10. The segment between 0 and 1 is shaded black.



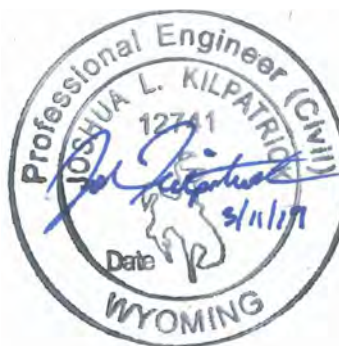
MH-2: 4' Ø SEWER MANHOLE
 INV. IN (N) = 6218.75
 INV. OUT (W) = 6218.58 (APPROX.)
 SEE DETAIL SS-101/C3.1 AND NOTES 8
 & 10, THIS SHEET.

DEVELOPMENT PLAN
NOT FOR CONSTRUCTION

**NELSON
ENGINEERING** since 1964
Professional Engineers & Land Surveyors

PO Box 1599 | 430 South Cache St | Jackson, WY 83001
Jackson 307.733.2087 | Buffalo 307.684.7029

REGISTRATION



CLIENT

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49 RICHMONDVILLE AVE, SUITE 105
WESTPORT, CT 06880
203.227.2390

ARCHITECT

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332 CONGRESS ST, FLOOR 8
BOSTON, MA 02210
617.670.0265

LANDSCAPE ARCHITECT

AGROSTIS, INC.
1130 MAPLE WAY, SUITE 2C
PO BOX 3074 / JACKSON, WY 83001
(307) 413-1883

CIVIL/STRUCTURAL ENGINEER

NELSON ENGINEERING
430 CACHE ST, PO BOX 1599
JACKSON, WY 83001
(307) 733-2087

VERGE ARCHITECTS^{INC}

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JACKSON, WY 83001

03/13/19 DEVELOPMENT PLAN

THE CONTRACTOR IS RESPONSIBLE FOR MATERIALS, DETAILS AND ACCURACY, FOR ALL QUANTITIES AND DIMENSIONS, FOR SELECTING FABRICATION PROCESSES, FOR TECHNIQUES OF ASSEMBLY, FOR PERFORMING WORK IN A SAFE MANNER AND FOR COORDINATING WORK WITH THAT OF ALL TRADES

JOB NO.: **A/E: 17261 / 17-296-02**

SCALE: AS INDICATED

DATE: 3/13/19

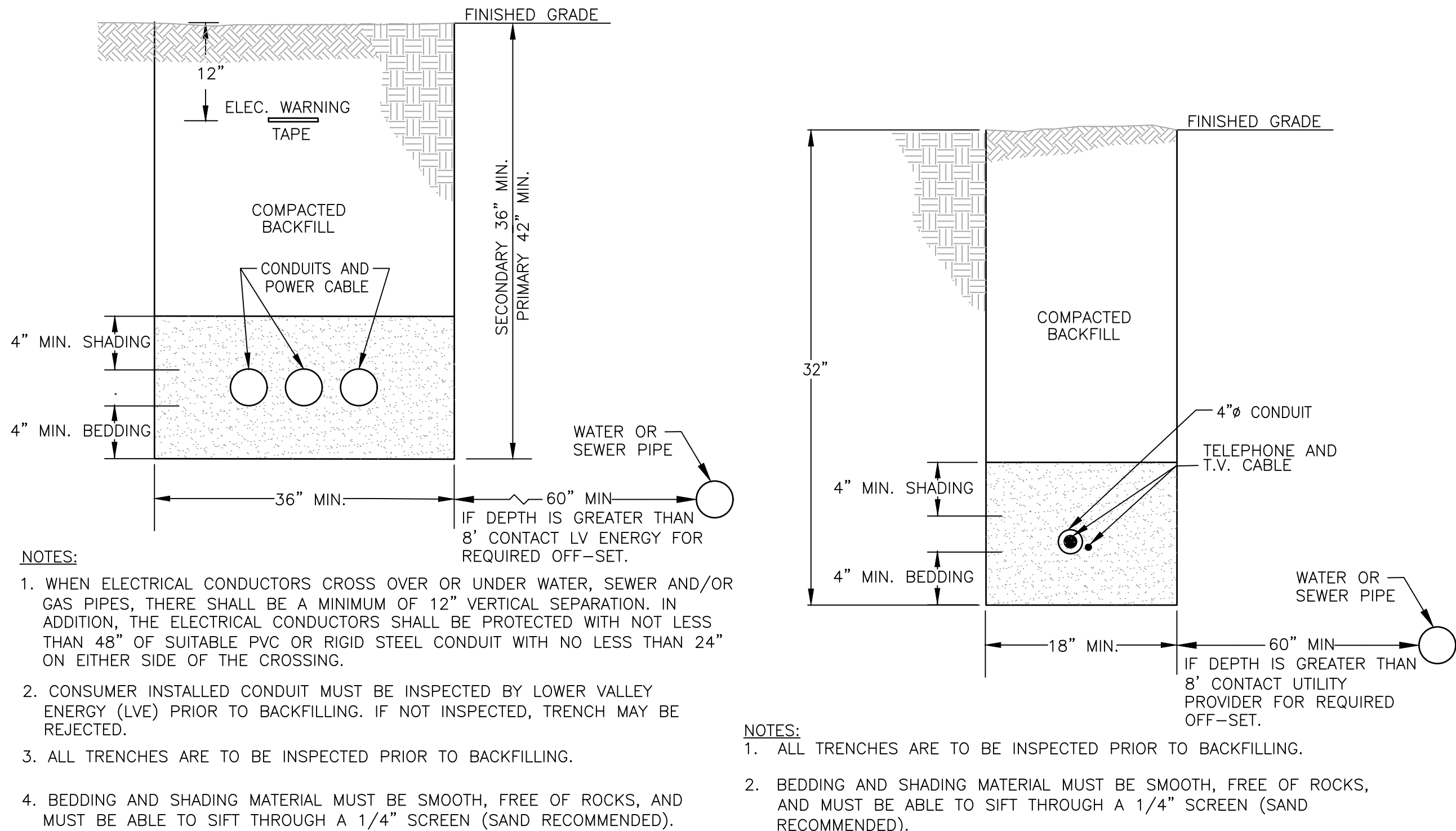
DRAWING TITLE

UTILITY PLAN

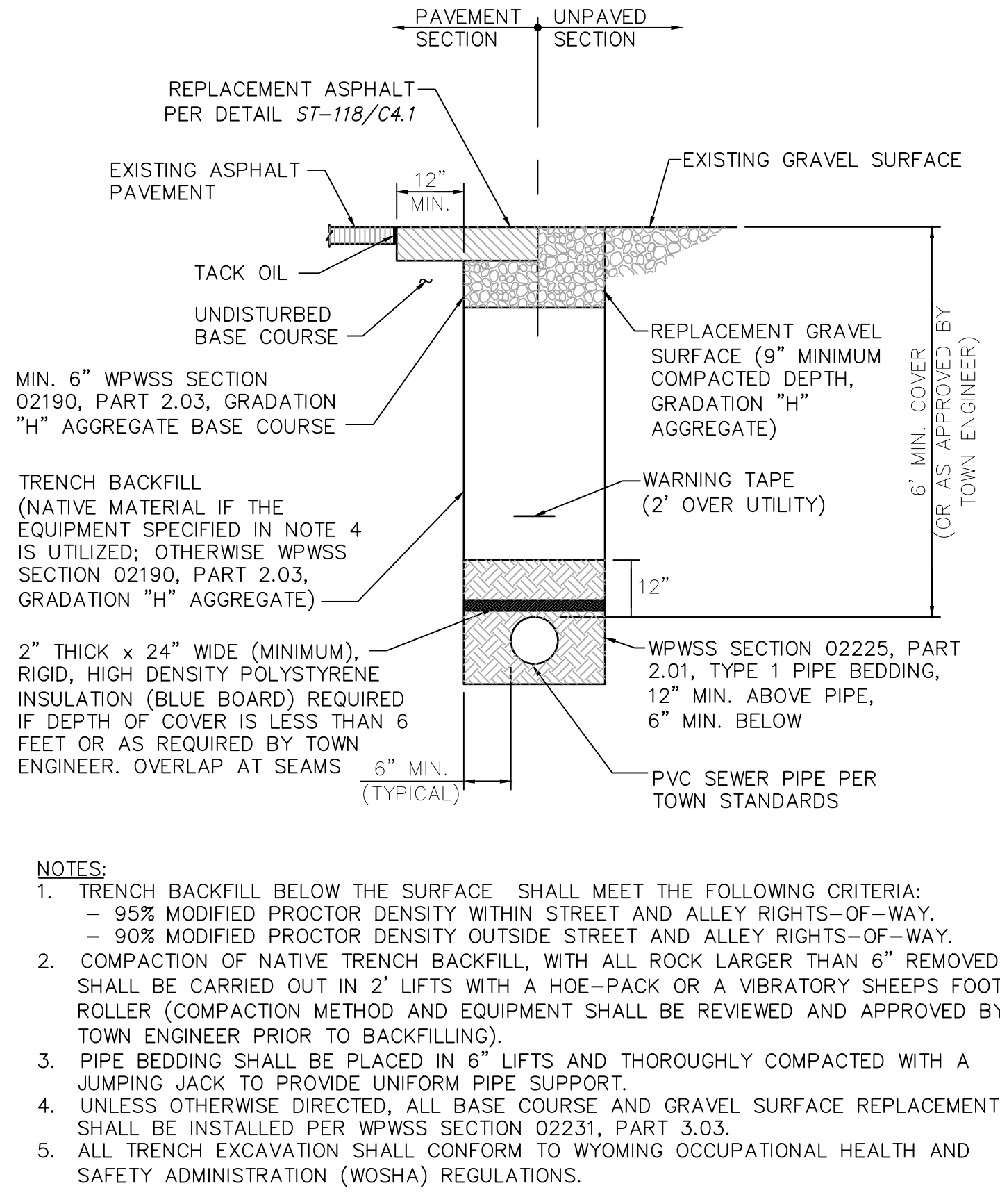
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C3.0

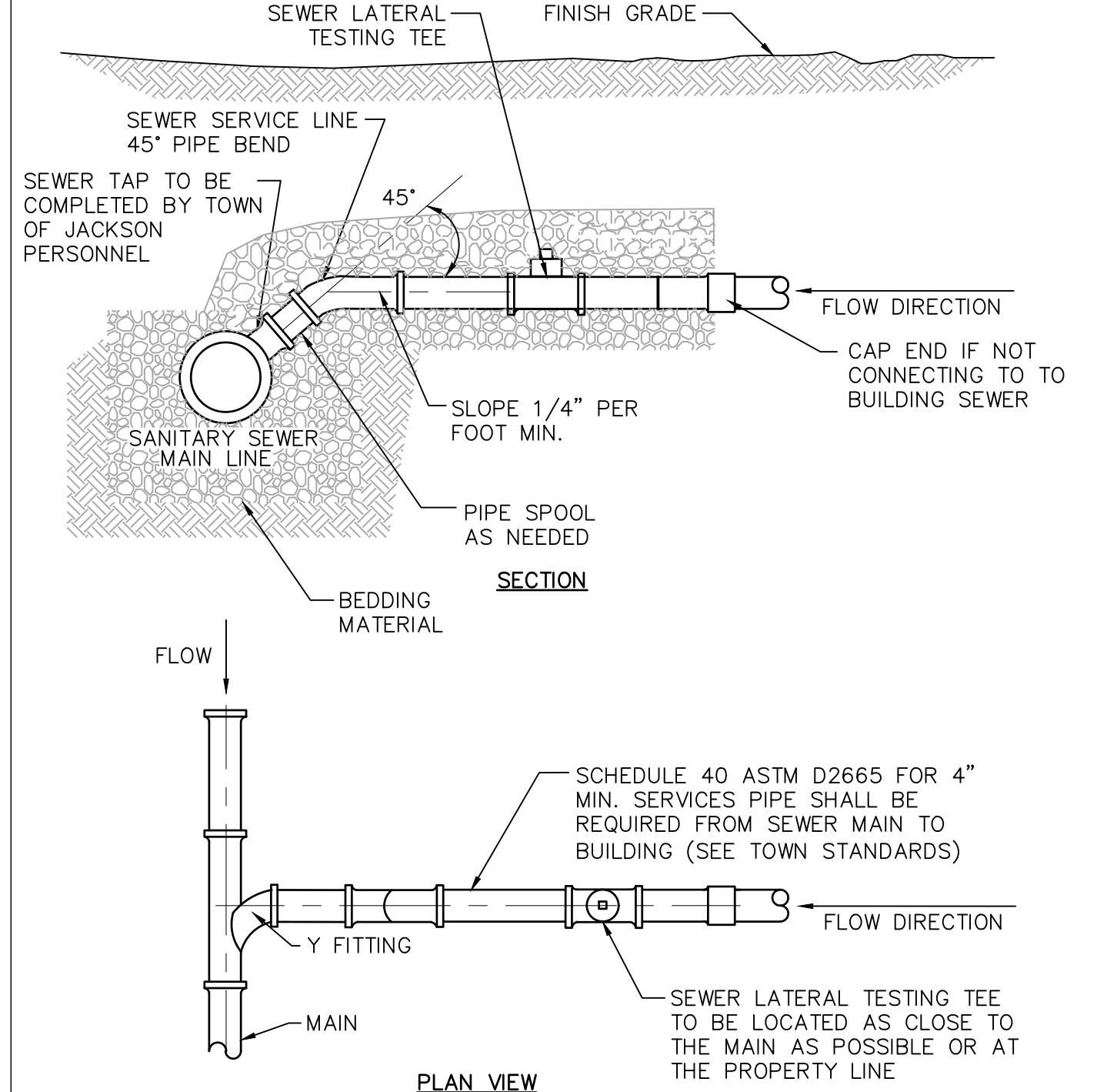
S:\Projects\2017\206-42 640-650 Glenwood PUB - UTILITY DETAILS - Aug 19 2019 04:32:41 pm PLOTTED BY: kpatrick DWG FORMAT: C3.1



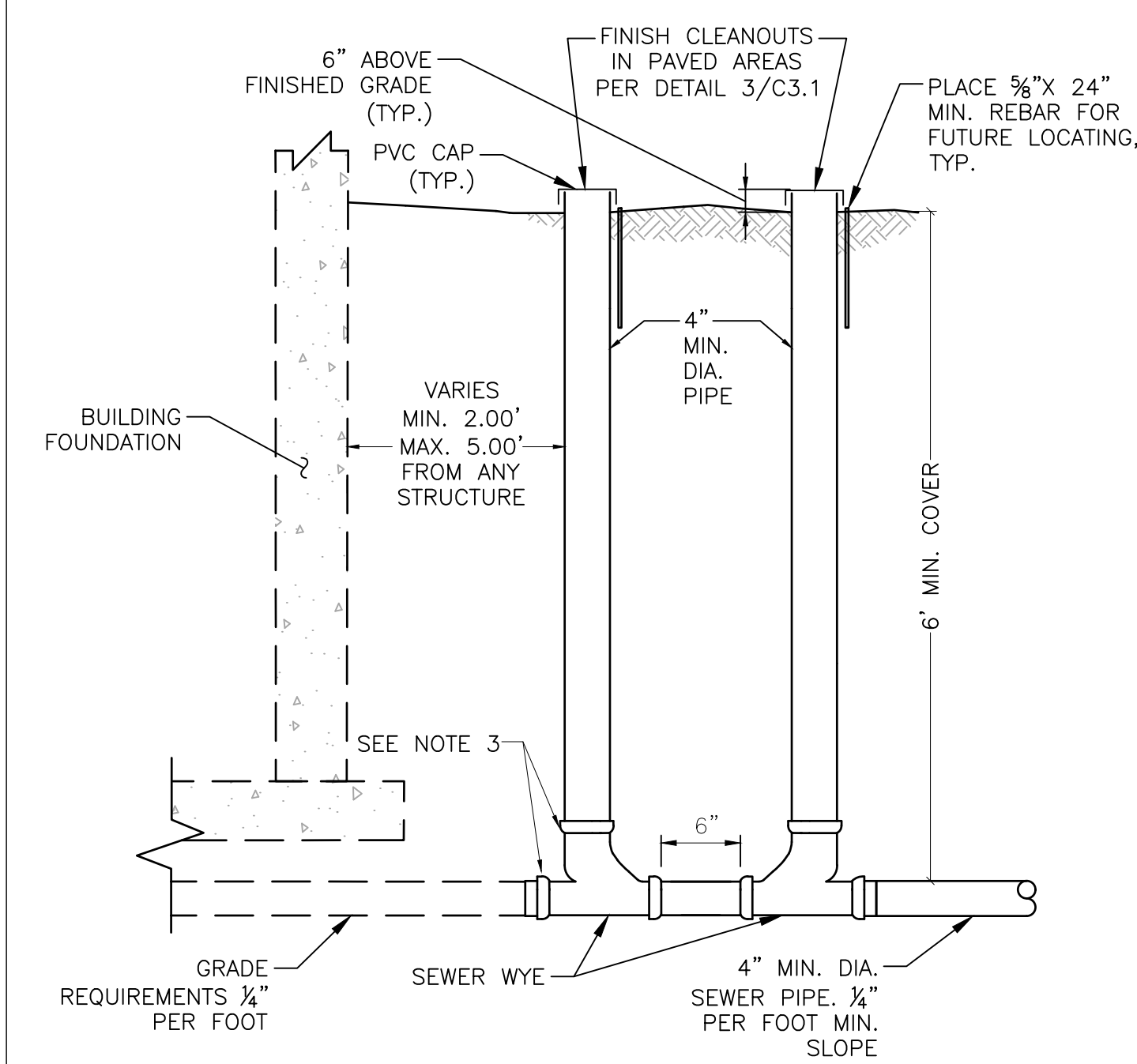
1 ELECTRIC TRENCH DETAIL SCALE: NTS
2 TELEPHONE, INTERNET & T.V CABLE TRENCH DETAIL SCALE: NTS



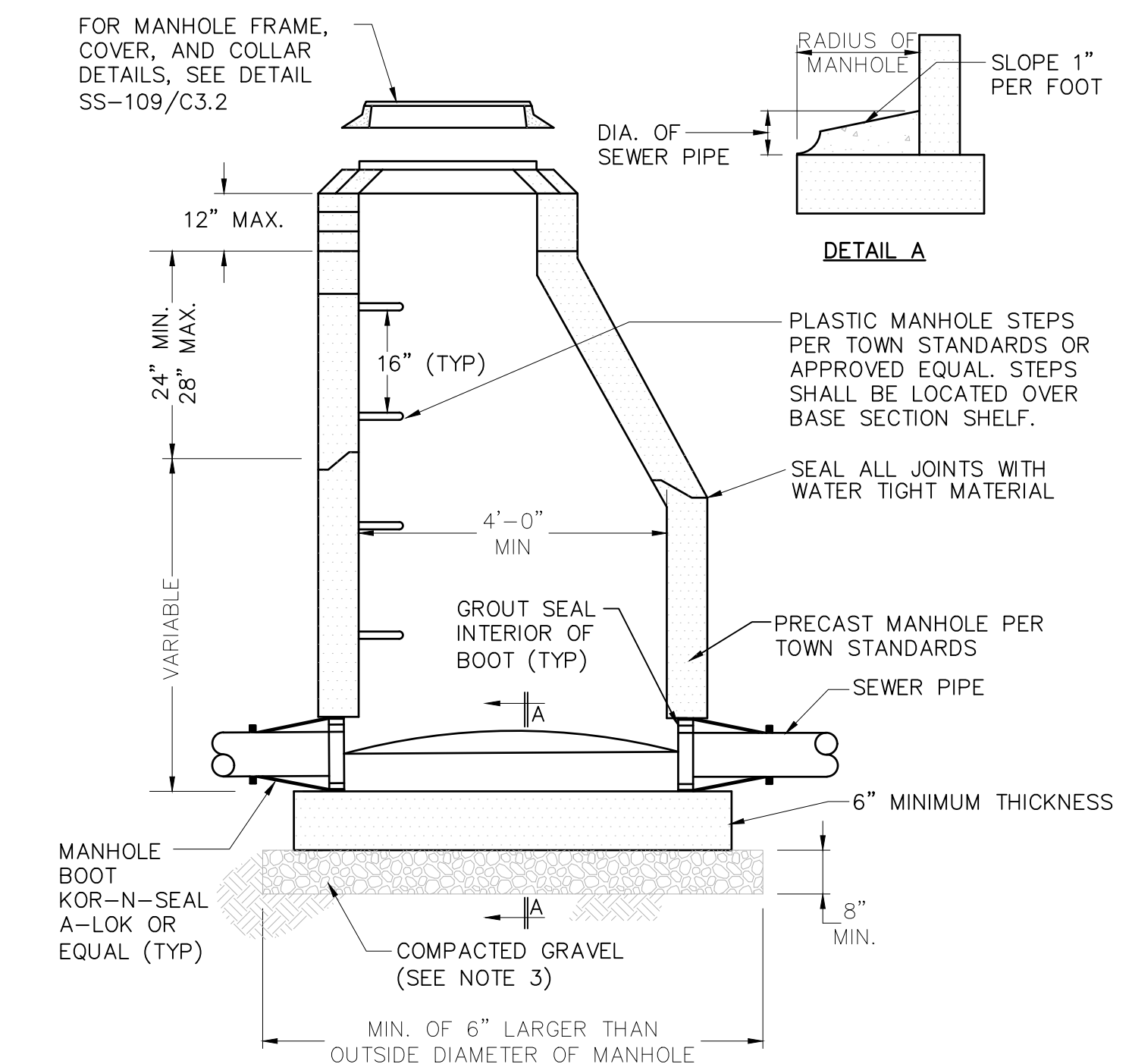
SS-100 C3.1 SEWER MAIN & SERVICE TRENCH DETAIL DATE: 1/10/13 SCALE: NTS



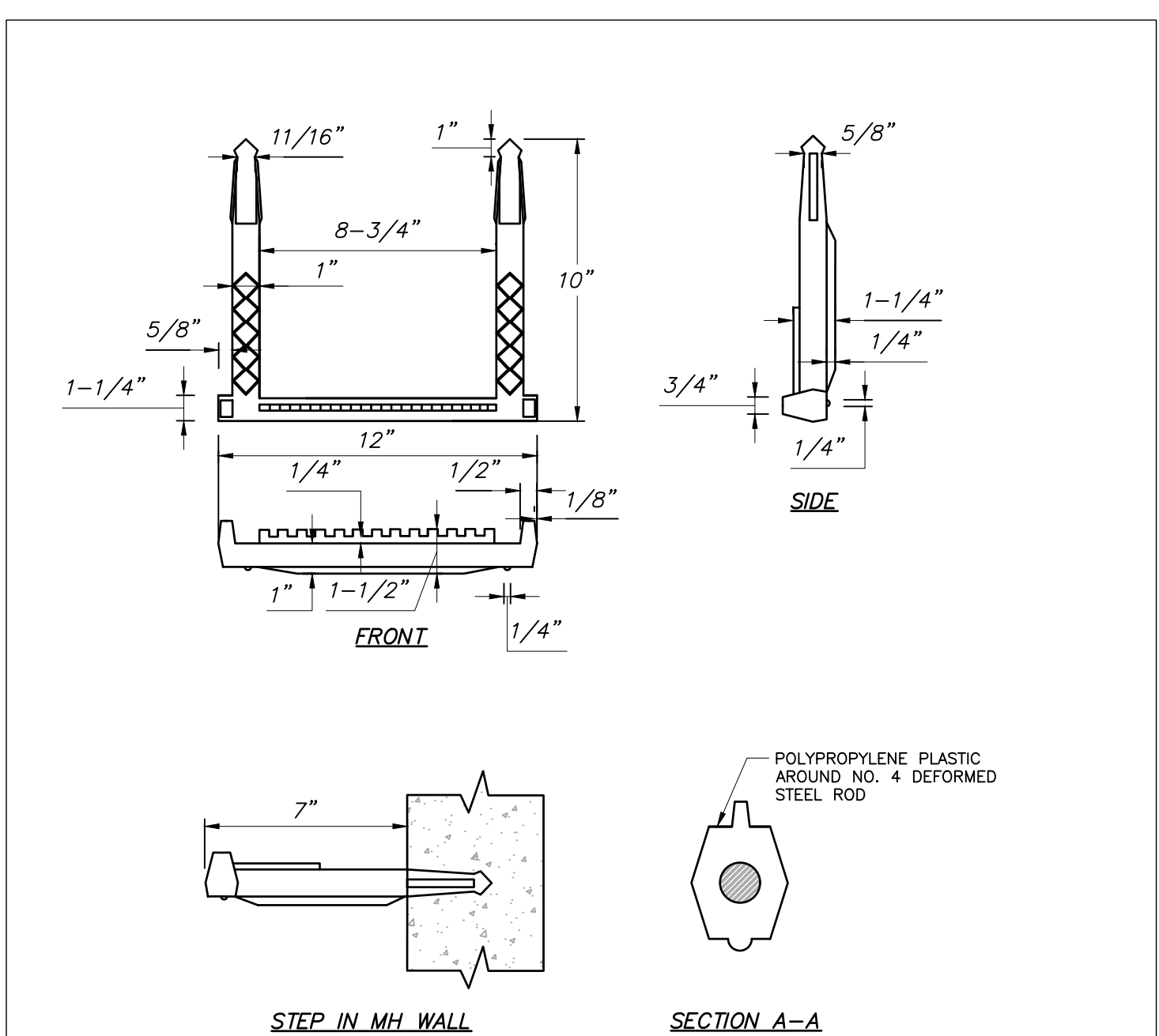
SS-111 C3.1 SANITARY SEWER SERVICE LINE DATE: 1/14/13 SCALE: NTS



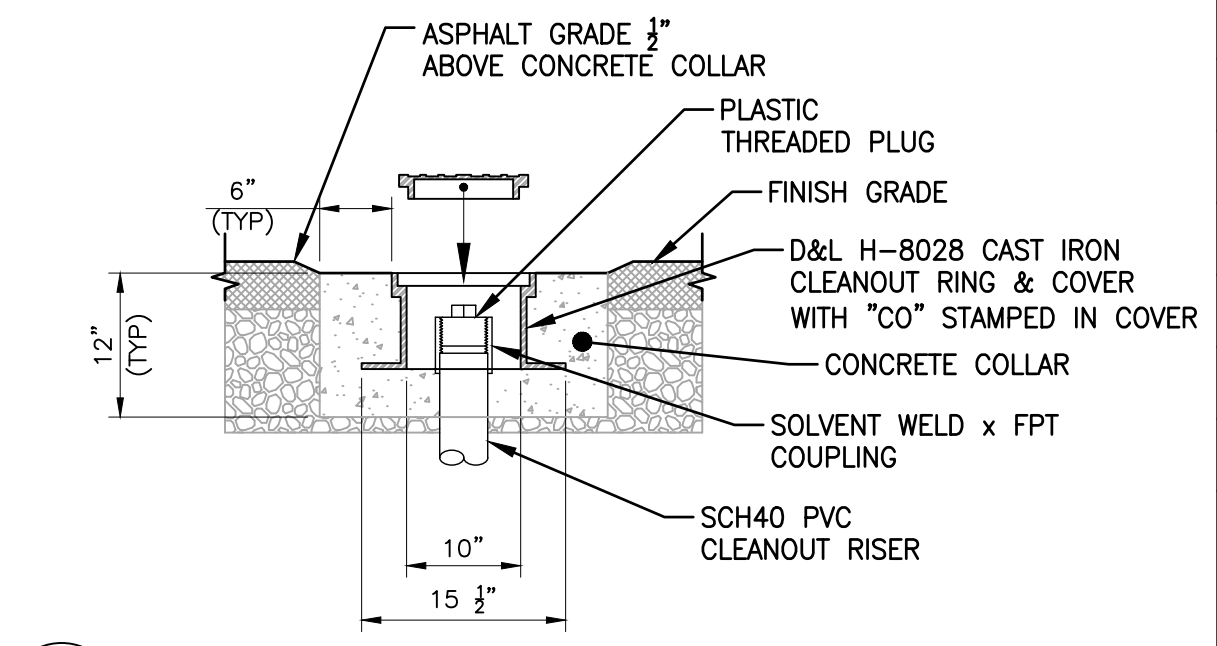
SS-114 C3.1 SERVICE LATERAL BUILDING CLEANOUT DATE: 1/14/13 SCALE: NTS



SS-101 C3.1 SANITARY SEWER MANHOLE STANDARD DATE: 1/11/13 SCALE: NTS



SS-106 C3.1 MANHOLE STEPS DATE: 1/11/13 SCALE: NTS



3 C3.1 CLEANOUT ACCESS- PAVED AREAS SCALE: NTS

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49 RICHMOND AVE, SUITE 105
WESTPORT, CT 06880
203.227.2390

ARCHITECT
MERGE ARCHITECTS, INC.
332 CONGRESS ST, FLOOR 6
BOSTON, MA 02210
617.670.0265

LANDSCAPE ARCHITECT
AGROSTIS, INC.
1130 MARLE WAY, SUITE 2C
PO BOX 3074 | JACKSON, WY 83001
(307) 415-1683

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NELSON ENGINEERING
430 CACHE ST, PO BOX 1599
JACKSON, WY 83001
(307) 733-2087

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03/13/19 DEVELOPMENT PLAN

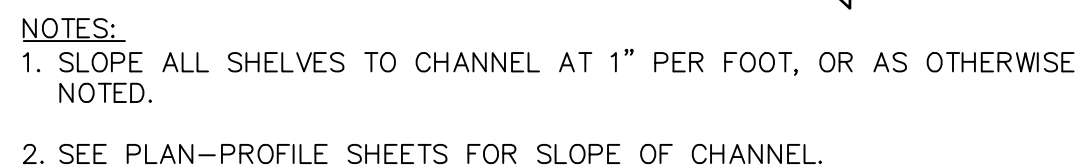
THE CONTRACTOR IS RESPONSIBLE FOR MATERIALS, DETAILS AND ACCURACY, FOR ALL QUANTITIES AND DIMENSIONS, FOR SELECTING FABRICATION PROCESSES, FOR TECHNIQUES OF ASSEMBLY, FOR PERFORMING WORK IN A SAFE MANNER, AND FOR COORDINATING WORK WITH THAT OF ALL TRADES

JOB NO.: A/E: 17261 / 17-296-02
SCALE: AS INDICATED
DATE: 3/13/19

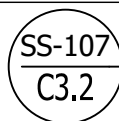
DRAWING TITLE
UTILITY DETAILS

SHEET NO.

C3.1



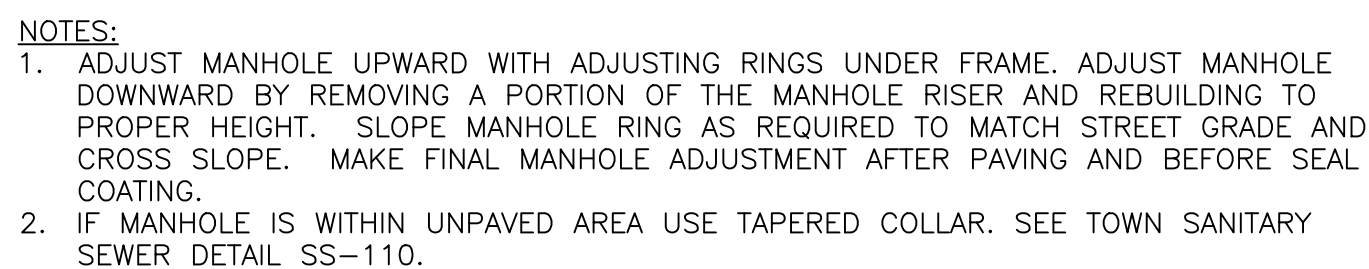
2. SEE PLAN-PROFILE SHEETS FOR SLOPE OF CHANNEL.



SS-107 MANHOLE CHANNEL DETAILS

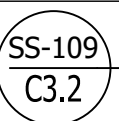
SS-107 DATE: 1/11/13

SCALE: NTS



NOTES

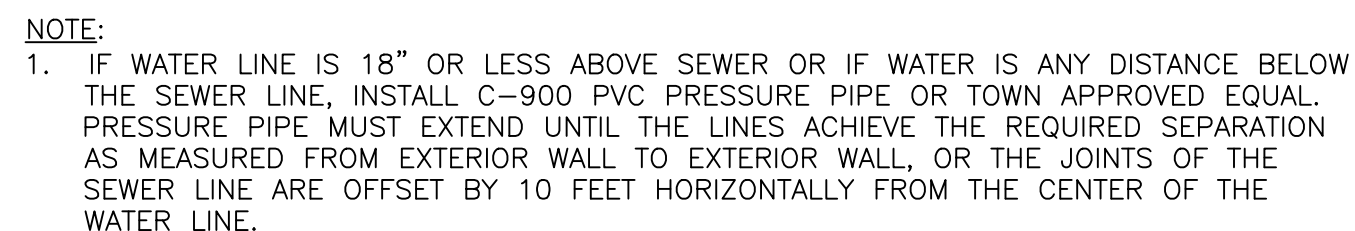
1. ADJUST MANHOLE UPWARD WITH ADJUSTING RINGS UNDER FRAME. ADJUST MANHOLE DOWNWARD BY REMOVING A PORTION OF THE MANHOLE RISER AND REBUILDING TO PROPER HEIGHT. SLOPE MANHOLE RING AS REQUIRED TO MATCH STREET GRADE AND CROSS SLOPE. MAKE FINAL MANHOLE ADJUSTMENT AFTER PAVING AND BEFORE SEAL COATING.
2. IF MANHOLE IS WITHIN UNPAVED AREA USE TAPERED COLLAR. SEE TOWN SANITARY SEWER DETAIL SS-110.



SS-109 MANHOLE ADJUSTMENT & COLLAR C3.2 DETAIL FOR ASPHALT SURFACES

SS-109 DATE: 1/11/13

SCALE: *NTS*



NOTE:

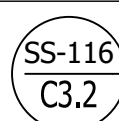
1. IF WATER LINE IS 18" OR LESS ABOVE SEWER OR IF WATER IS ANY DISTANCE BELOW THE SEWER LINE, INSTALL C-900 PVC PRESSURE PIPE OR TOWN APPROVED EQUAL. PRESSURE PIPE MUST EXTEND UNTIL THE LINES ACHIEVE THE REQUIRED SEPARATION AS MEASURED FROM EXTERIOR WALL TO EXTERIOR WALL, OR THE JOINTS OF THE SEWER LINE ARE OFFSET BY 10 FEET HORIZONTALLY FROM THE CENTER OF THE WATER LINE.



SEWER LINE—TOP VIEW FOR PARALLEL LINES

NOTE:

1. IF WATER LINE IS 18" OR LESS ABOVE SEWER LINE OR IF WATER LINE AND SEWER LINE COME WITHIN 10 FEET HORIZONTALLY, THEN THE INSTALLED SEWER LINE IS TO BE CONSTRUCTED OF C-900 PVC PRESSURE PIPE OR TOWN APPROVED EQUAL PIPE. PRESSURE PIPE MUST EXTEND UNTIL THE WATER AND SEWER PIPE ARE SEPARATED BY MORE THAN 10 FEET HORIZONTALLY AND OR MORE THAN 18" VERTICALLY.
2. IF APPROVED SEWER PRESSURE PIPE IS INSTALLED, ENCASEMENT PIPE MAY NOT BE REQUIRED AT DISTANCES LESS THAN 10 FEET.



SS-116 SEWER PIPE ENCASEMENT

SS-116 DATE: 1/14/13

SCALE: *NTS*

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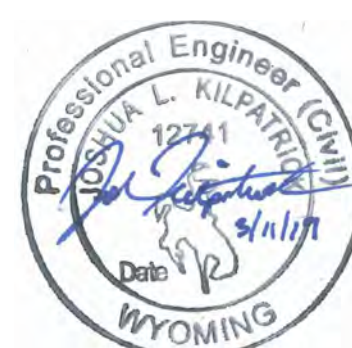
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840-650 SOUTH GLENWOOD ST
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MERGE ARCHITECTS^{INC}

MERGE AR
SOUTH GLENWOOD
640-650 SOUTH GLENWOOD ST
JACKSON, WY 83001

REGISTRATION

**CLIENT**

BASE CAMP LLC C/O COHEN & ASSOCIATES LLC
49 RICHMONDVILLE AVE, SUITE 105
WESTPORT, CT 06880
203.227.2390

ARCHITECT

MERGE ARCHITECTS, INC.
332 CONGRESS ST. FLOOR 6
BOSTON, MA 02210
617.670.0265

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AGROSTIS, INC.
1130 MAPLE WAY, SUITE 2C
PO BOX 3074 / JACKSON, WY 8300
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03/13/19 DEVELOPMENT PLAN

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JOB NO.:	A/E: 17261 / 17-296-02
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SCALE: AS INDICATED

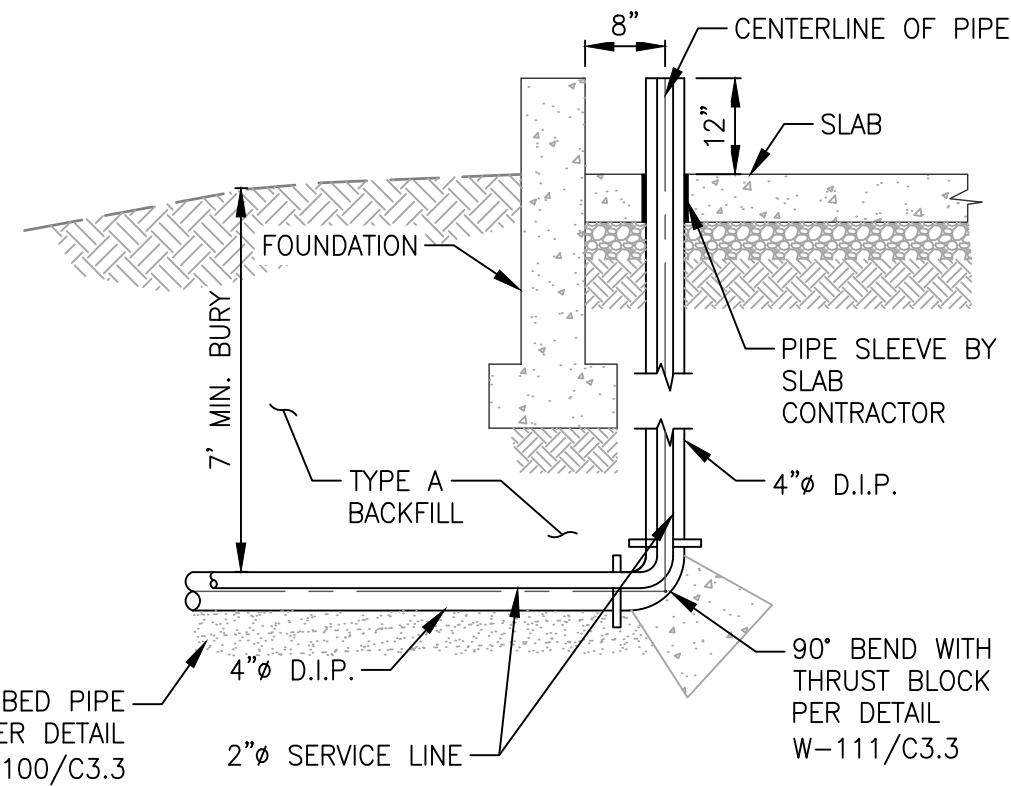
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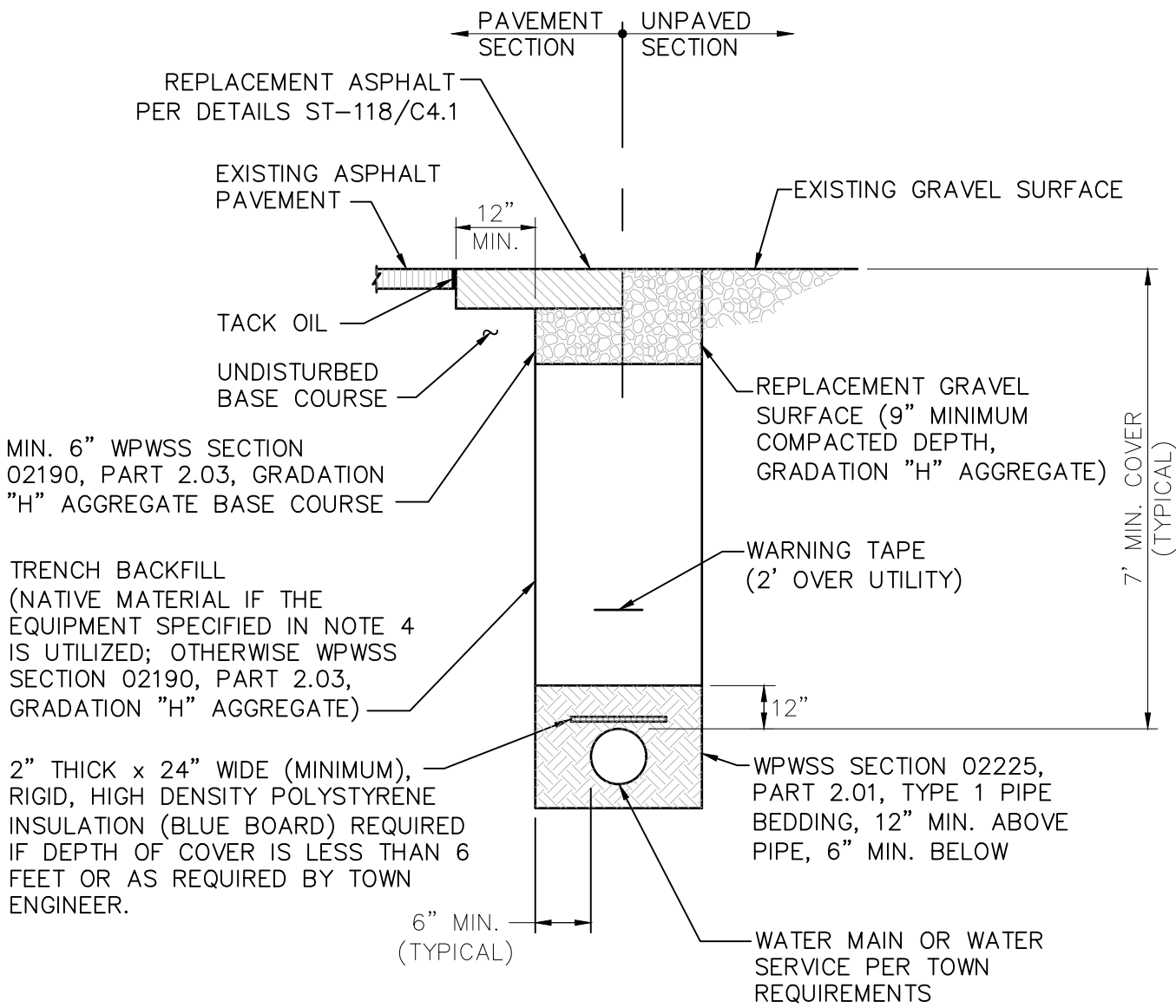
UTILITY DETAILS

SHEET NO.

C3.2

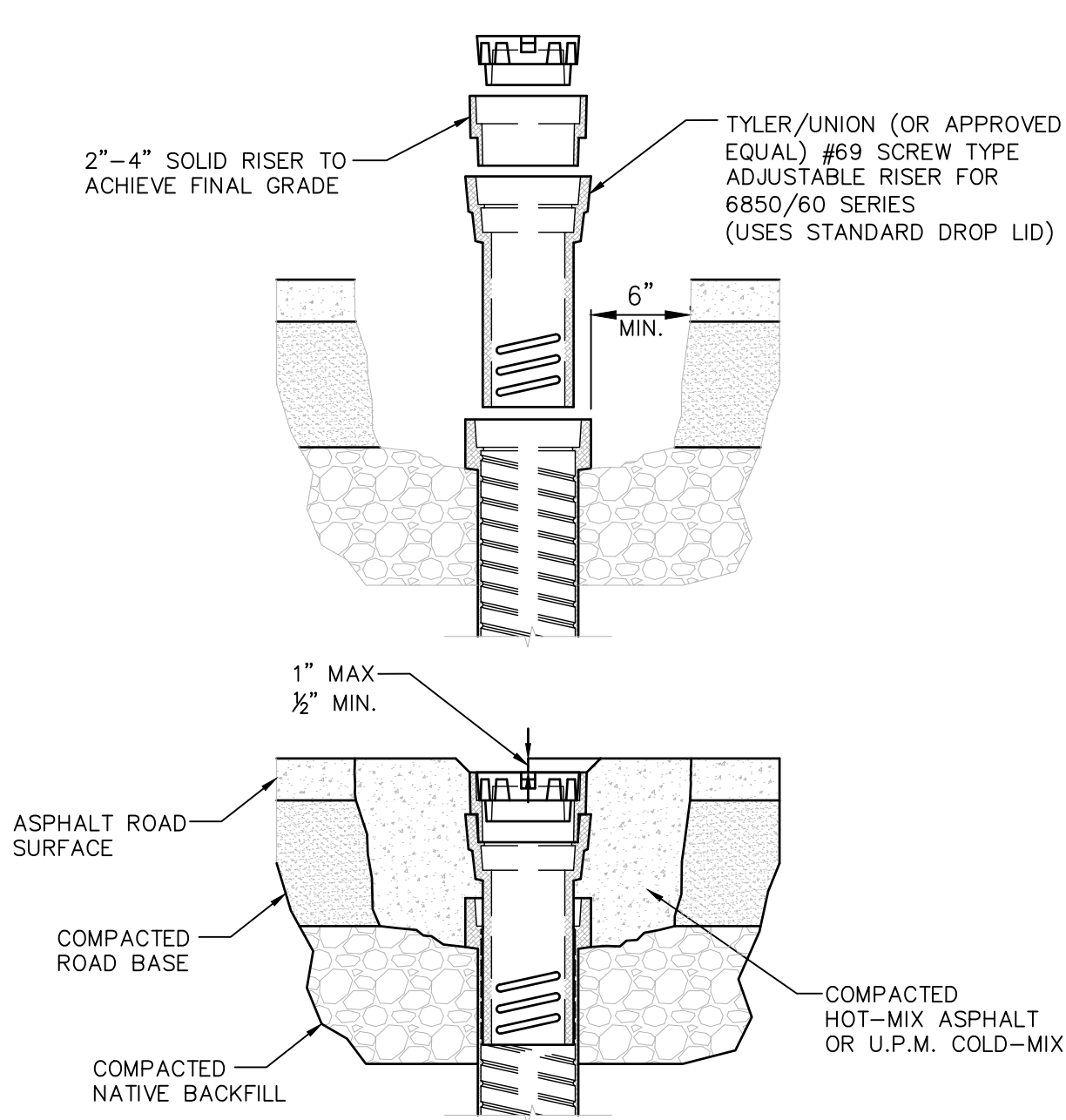


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C3.3 WATER SERVICE ENTRY DETAIL
SCALE: NTS



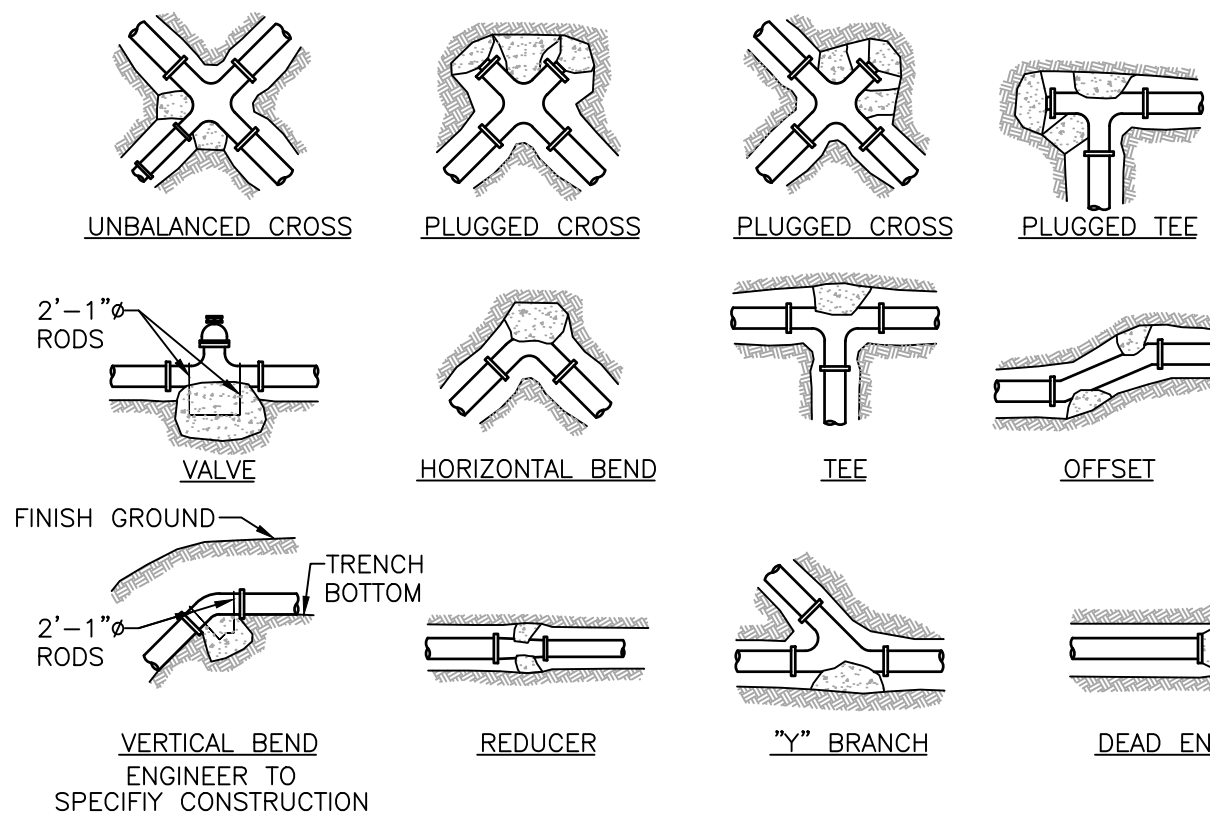
- NOTES:
- TRENCH BACKFILL BELOW THE SURFACE SHALL MEET THE FOLLOWING CRITERIA:
 - 95% MODIFIED PROCTOR DENSITY WITHIN STREET AND ALLEY RIGHTS-OF-WAY.
 - 90% MODIFIED PROCTOR DENSITY OUTSIDE STREET AND ALLEY RIGHTS-OF-WAY.
 - COMPACTION OF NATIVE TRENCH BACKFILL, WITH ALL ROCK LARGER THAN 6" REMOVED, SHALL BE CARRIED OUT IN 2' LIFTS WITH A HOE-PACK OR A VIBRATORY SHEEPS FOOT ROLLER (COMPACTION METHOD AND EQUIPMENT SHALL BE REVIEWED AND APPROVED BY TOWN ENGINEER PRIOR TO BACKFILLING).
 - PIPE BEDDING SHALL BE PLACED IN 6" LIFTS AND THOROUGHLY COMPACTED WITH A JUMPING JACK TO PROVIDE UNIFORM PIPE SUPPORT.
 - UNLESS OTHERWISE DIRECTED, ALL BASE COURSE AND GRAVEL SURFACE REPLACEMENT SHALL BE INSTALLED PER WPSS SECTION 02231, PART 3.03.
 - ALL TRENCH EXCAVATION SHALL CONFORM TO WYOMING OCCUPATIONAL HEALTH AND SAFETY ADMINISTRATION (WYOSHA) REGULATIONS.

W-100 WATER MAIN AND SERVICE LINE TRENCH
DATE: 1/14/13 SCALE: NTS



- NOTES:
- ADJUST WATER VALVES UPWARD OR DOWNWARD AS REQUIRED. FINAL ADJUSTMENT SHALL BE MADE AFTER PAVING AND BEFORE SEAL COATING.
 - THE TOWN SHALL INSPECT THE VERTICAL ALIGNMENT PRIOR TO AND POST BACKFILLING.
 - MUD PLUGS ARE REQUIRED TO BE PLACED IN ALL VALVE BOXES.

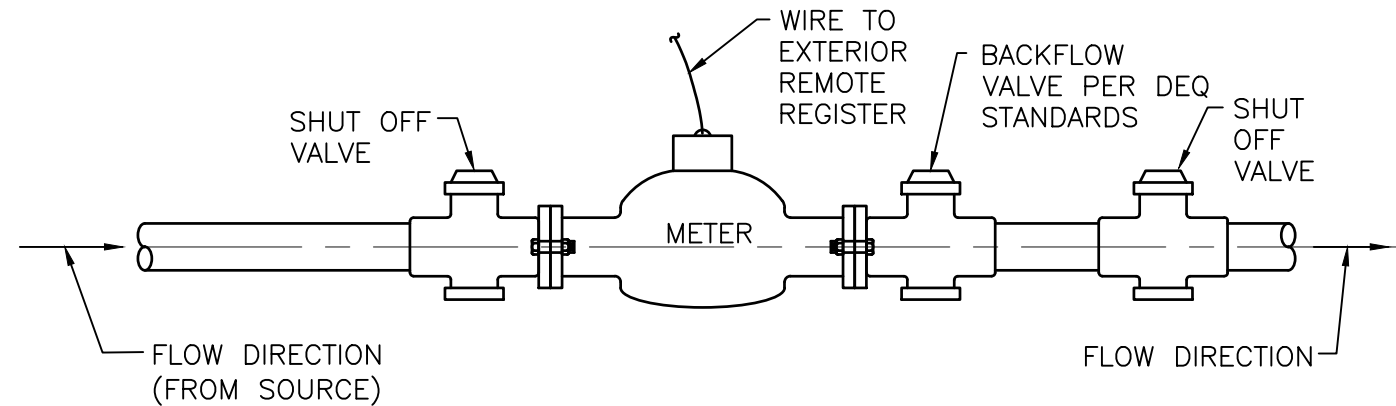
W-106 WATER VALVE COLLAR ASSEMBLY
DATE: 1/16/13 SCALE: NTS



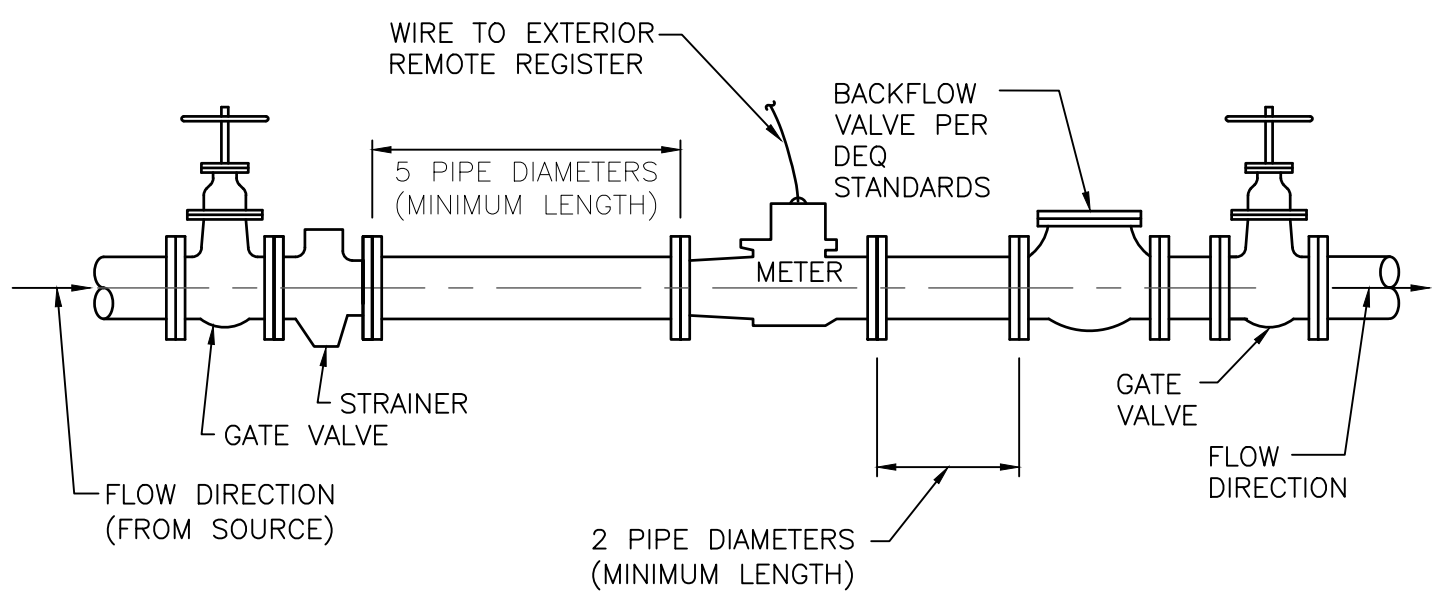
MINIMUM DIMENSIONS FOR THRUST BLOCKING											
FITTING SIZE	TEES & PLUGS		90° BENDS		45° BENDS & WYES		REDUCERS & 22 1/2° BENDS		11 1/4° BENDS		
	A	B	A	B	A	B	A	B	A	B	B
4"	1'-7"	1'-2"	1'-9"	1'-6"	1'-8"	0'-10"	1'-7"	0'-6"	0'-6"	0'-6"	0'-6"
6"	2'-0"	1'-11"	2'-5"	2'-2"	1'-10"	1'-10"	1'-9"	0'-10"	1'-0"	0'-8"	0'-8"
8"	2'-8"	2'-6"	3'-2"	3'-0"	2'-5"	2'-11"	1'-9"	1'-6"	1'-0"	1'-0"	1'-0"
10"	3'-4"	3'-3"	4'-0"	3'-10"	3'-0"	2'-9"	2'-2"	1'-11"	1'-6"	1'-0"	1'-0"
12"	4'-0"	3'-10"	4'-8"	4'-8"	3'-8"	3'-3"	2'-7"	2'-3"	2'-0"	1'-0"	1'-0"
14"	5'-5"	3'-10"	6'-6"	4'-11"	4'-9"	3'-5"	3'-5"	2'-5"	2'-0"	1'-6"	1'-6"
20"	5'-0"	5'-0"	6'-0"	6'-0"	5'-0"	4'-0"	3'-6"	3'-0"	3'-0"	2'-0"	2'-0"
24"	6'-0"	6'-0"	7'-0"	7'-0"	5'-0"	4'-6"	4'-6"	3'-0"	3'-0"	3'-0"	3'-0"
30"	7'-6"	7'-6"	8'-0"	8'-0"	6'-3"	4'-9"	4'-9"	4'-6"	3'-3"	3'-3"	3'-3"

- NOTES:
- SIZE BLOCKS SHALL BE A MINIMUM OF 6" THICK.
 - ALL BLOCKING SHALL BEAR AGAINST UNDISTURBED MATERIAL.
 - DESIGN IS BASED ON 150 PSI MAIN PRESSURE AND 2000 PSF SOIL BEARING CAPACITY.
 - 4 MIL POLYETHYLENE PLASTIC BOND BREAKER SHALL BE PROVIDED BETWEEN THRUST BLOCK AND WATER PIPE.

W-111 THRUST BLOCK DETAILS
DATE: 1/16/13 SCALE: NTS



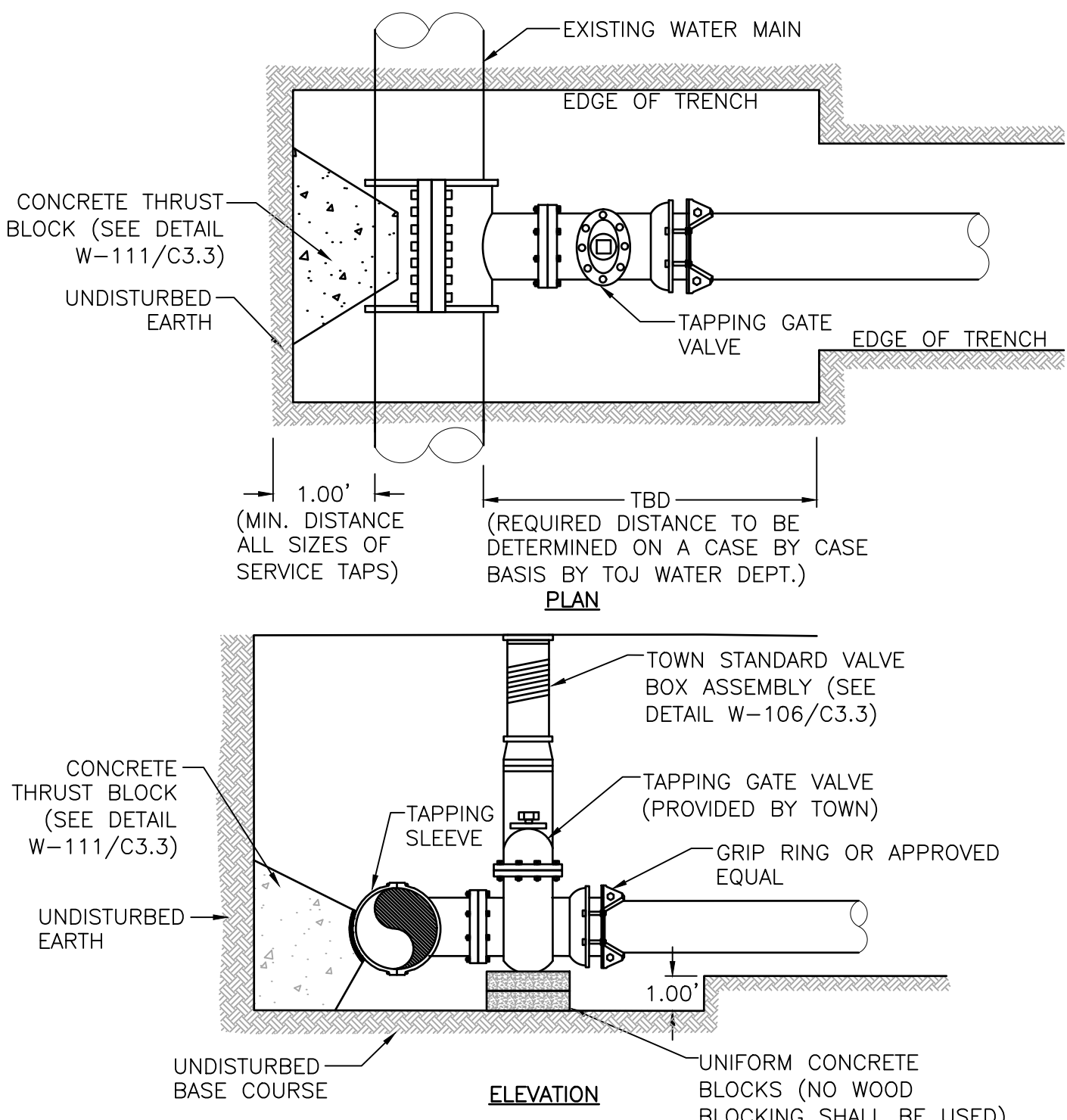
1-1/2" AND 2" DIAMETER ASSEMBLY



3" DIAMETER AND LARGER ASSEMBLY

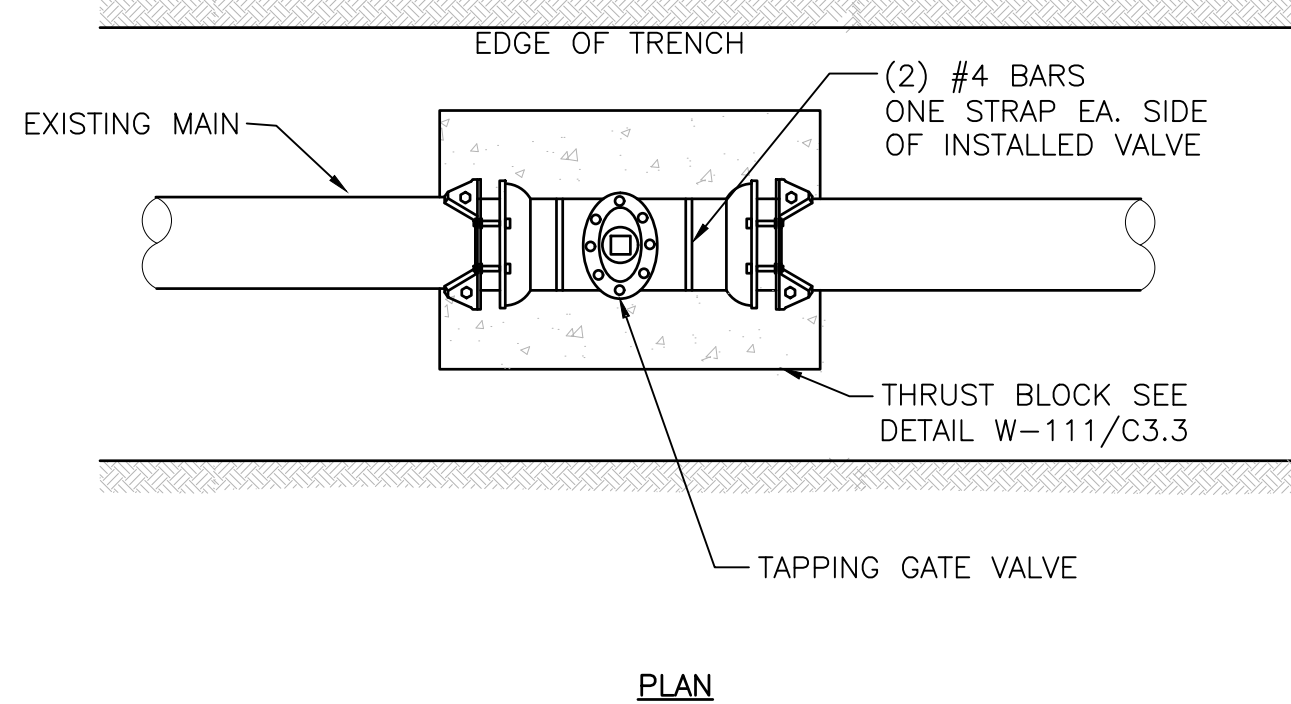
- NOTES:
- SERVICE PIPE MATERIAL SHALL MEET ADOPTED PLUMBING CODE REQUIREMENTS.
 - METER SHALL BE INSTALLED IN HORIZONTAL ALIGNMENT ONLY.
 - CONNECTIONS WITHIN THE ASSEMBLY SHALL BE THREADED OR BOLTED FLANGED, AS APPROPRIATE.
 - METER SHALL BE PURCHASED FROM AND SUPPLIED BY THE TOWN OF JACKSON.

W-113 WATER METER INSTALLATION (1.5" & LARGER METERS, INTERIOR INST.)
DATE: 1/16/13 SCALE: NTS

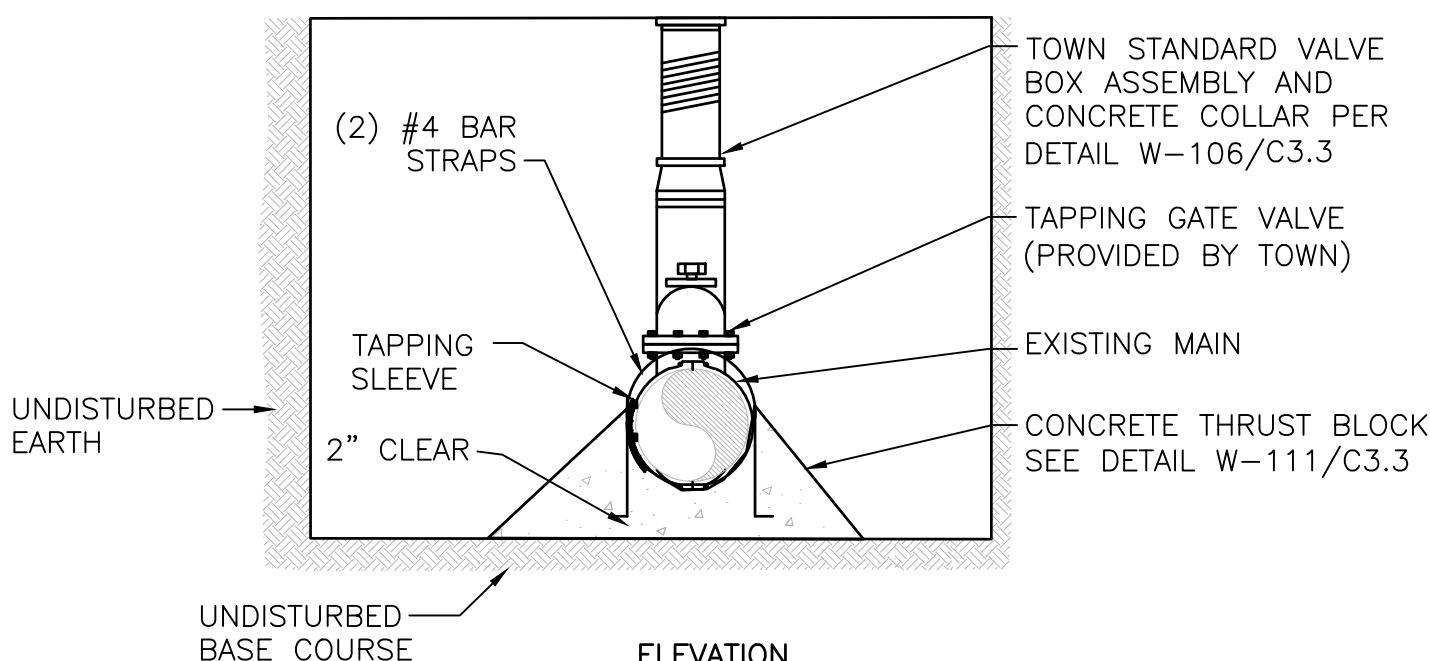


- NOTES:
- TRENCH WILL BE EXCAVATED TO MEET ALL WYOSHA STANDARDS PRIOR TO TAPPING.
 - EXCAVATION OF TAPPING LOCATION SHALL BE APPROVED BY TOJ WATER DEPARTMENT PRIOR TO TAPPING.
 - THE TOWN SHALL COMPLETE THE TAPPING OF THE MAIN. NO OTHER PERSONS SHALL COMPLETE TAP WITHOUT CONSENT OF TOWN. ALL OTHER WATER MAIN WORK SHALL BE THE RESPONSIBILITY OF THE OWNER/CONTRACTOR.

W-118 WATER MAIN TAPPING DETAIL
DATE: 1/17/13 SCALE: NTS



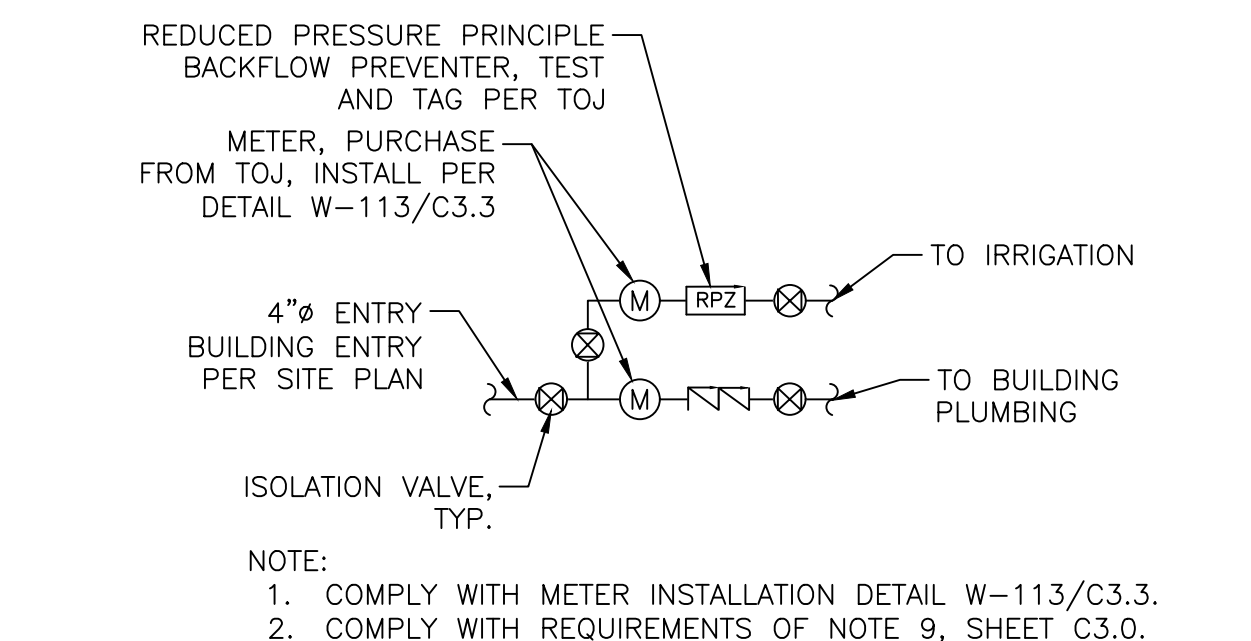
PLAN



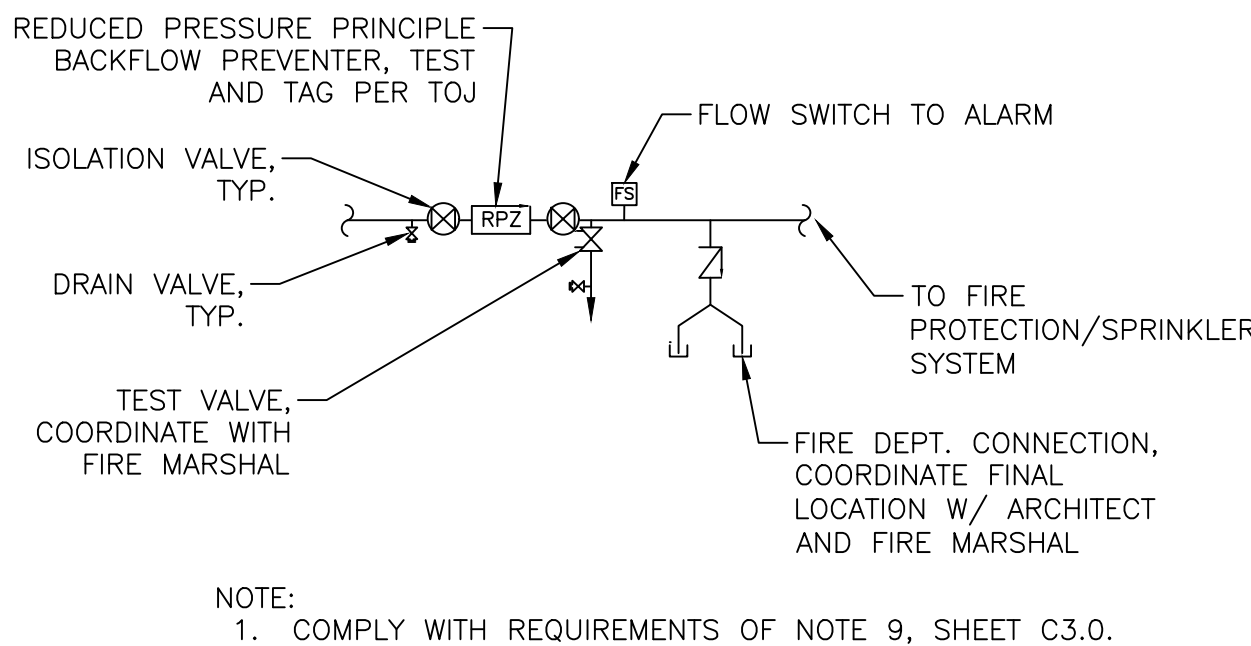
ELEVATION

- NOTES:
- THE TOWN SHALL COMPLETE THE TAPPING OF THE MAIN. NO OTHER PERSONS SHALL COMPLETE TAP WITHOUT CONSENT OF TOWN. ALL OTHER WATER MAIN WORK SHALL BE THE RESPONSIBILITY OF THE OWNER.
 - TRENCH WILL BE EXCAVATED TO MEET ALL WYOSHA STANDARDS PRIOR TO TAPPING.
 - 4 MIL POLYETHYLENE PLASTIC BOND BREAKER SHALL BE INSTALLED BETWEEN THRUST BLOCK AND WATER PIPE.

W-119 IN LINE WATER VALVE
DATE: 1/18/13 SCALE: NTS

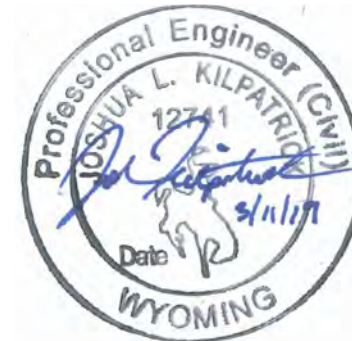


2
C3.3 DOMESTIC WATER ENTRY DETAIL
SCALE: NTS



3
C3.3 FIRE ENTRY DETAIL
SCALE: NTS

REGISTRATION



CLIENT

BASE CAMP LLC C/O COHEN & ASSOCIATES LLC
48 RICHMOND AVE, SUITE 105
WESTPORT, CT 06880
203.227.2390

ARCHITECT

MERGE ARCHITECTS, INC.
332 CONGRESS ST, FLOOR 6
BOSTON, MA 02210
617.670.0265

LANDSCAPE ARCHITECT

AGROSTIS, INC.
1130 MARLE WAY, SUITE 2C
PO BOX 30741 JACKSON, WY 83001
307.413.1683

CIVIL/STRUCTURAL ENGINEER

NELSON ENGINEERING
430 CACHE ST, PO BOX 1599
JACKSON, WY 83001
307.733.2087

MERGE ARCHITECTS INC

SOUTH GLENWOOD APARTMENTS

640-650 SOUTH GLENWOOD ST
JACKSON, WY 83001

03/13/19 DEVELOPMENT PLAN

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DATE: 3/13/19

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UTILITY DETAILS

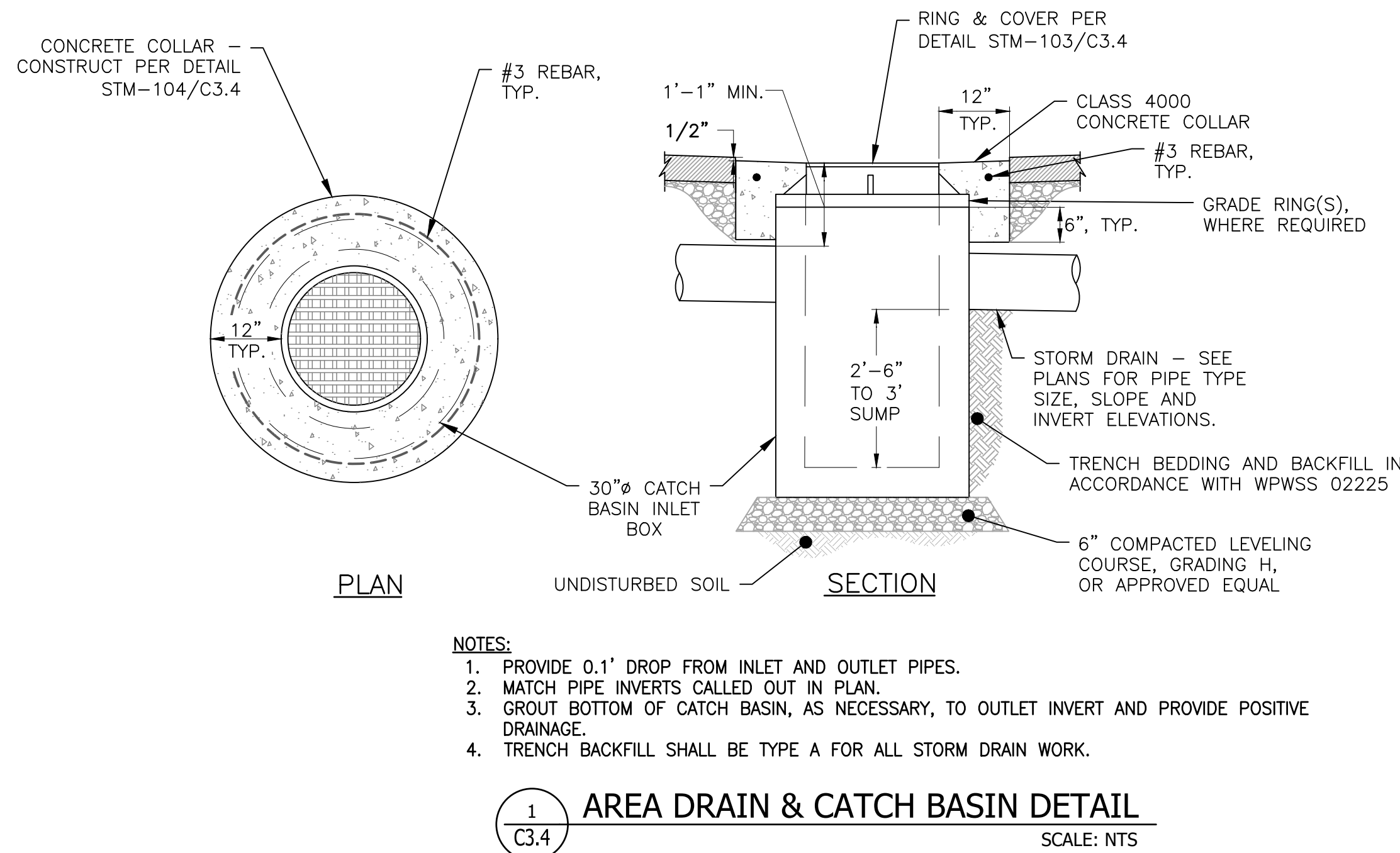
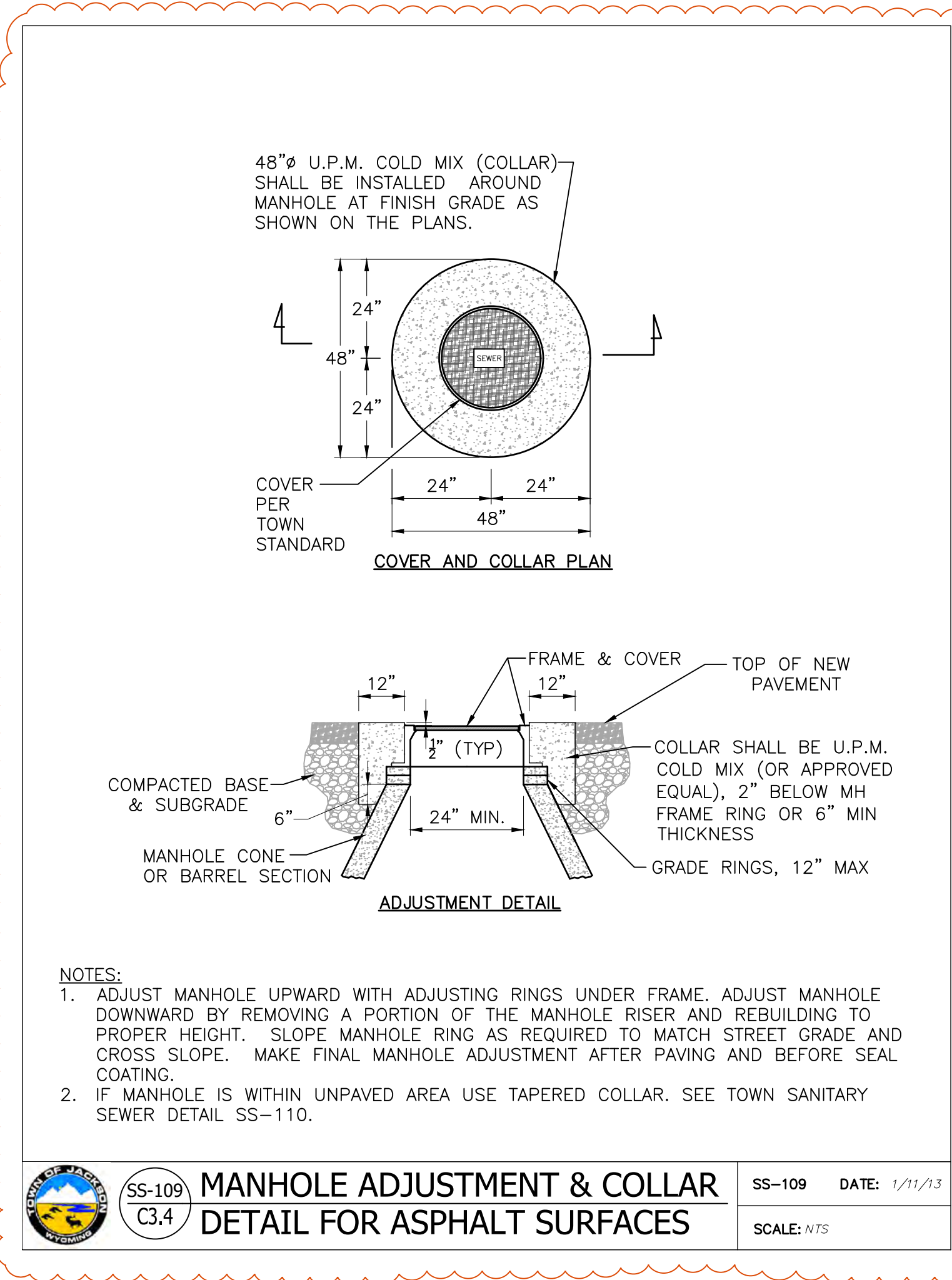
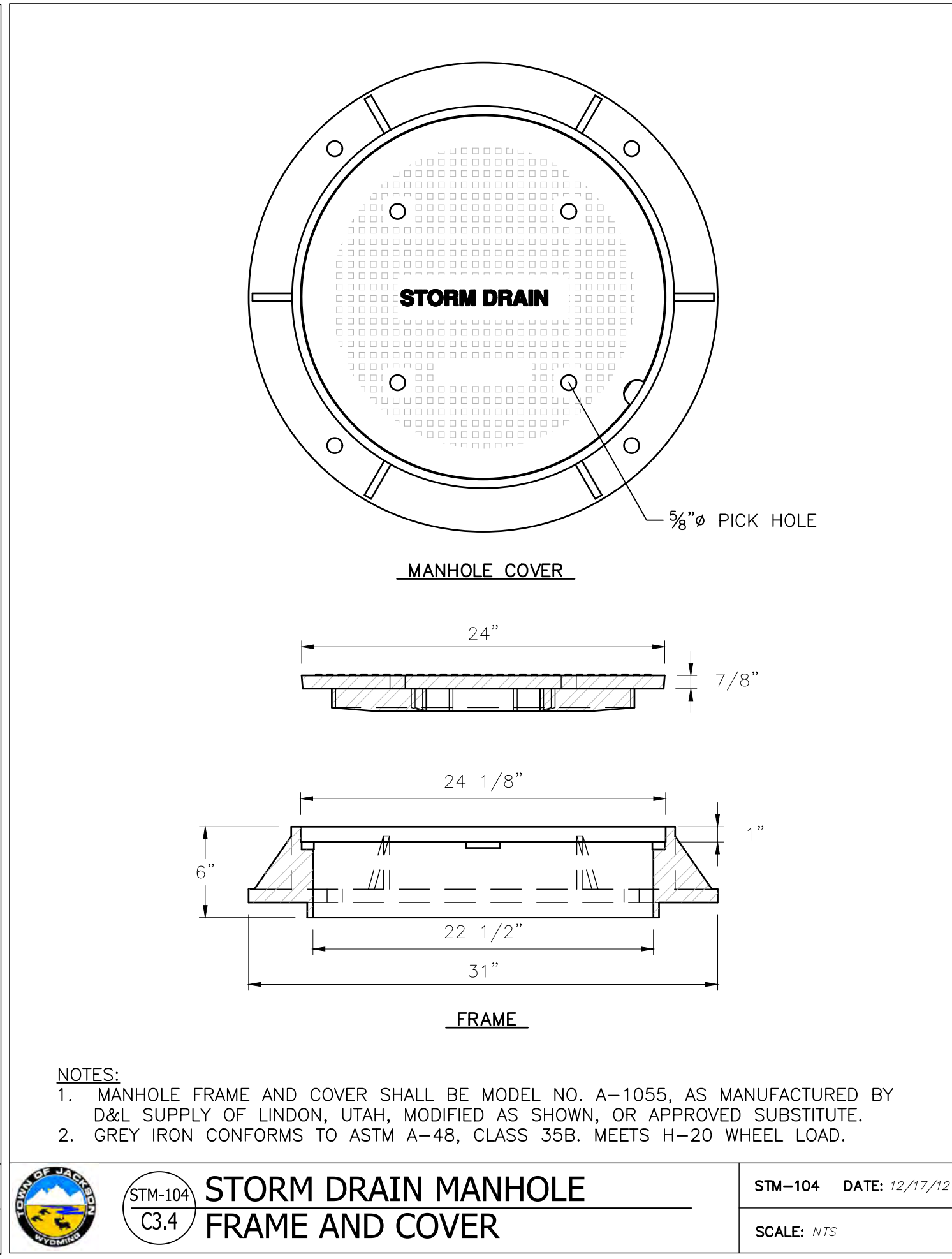
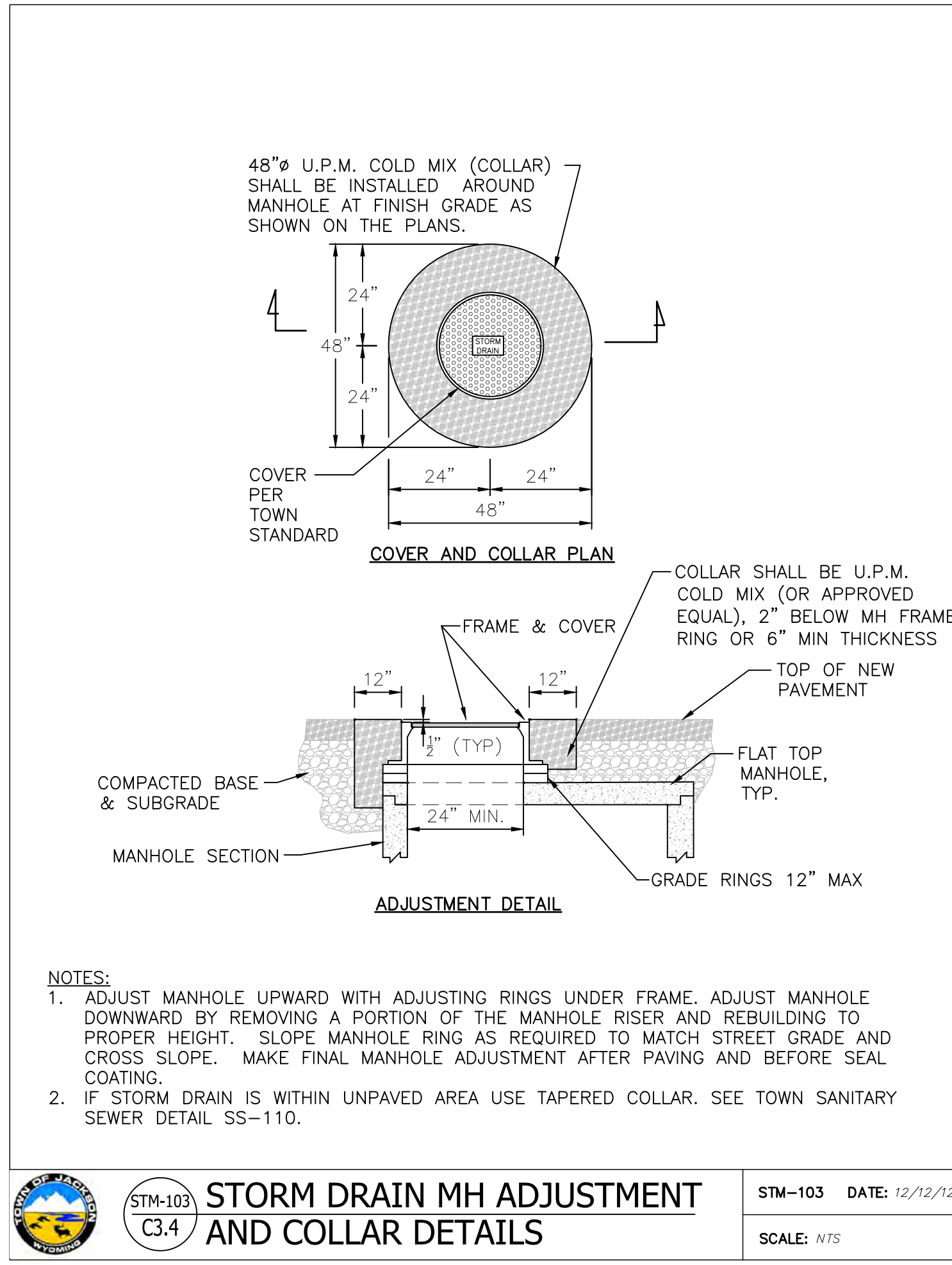
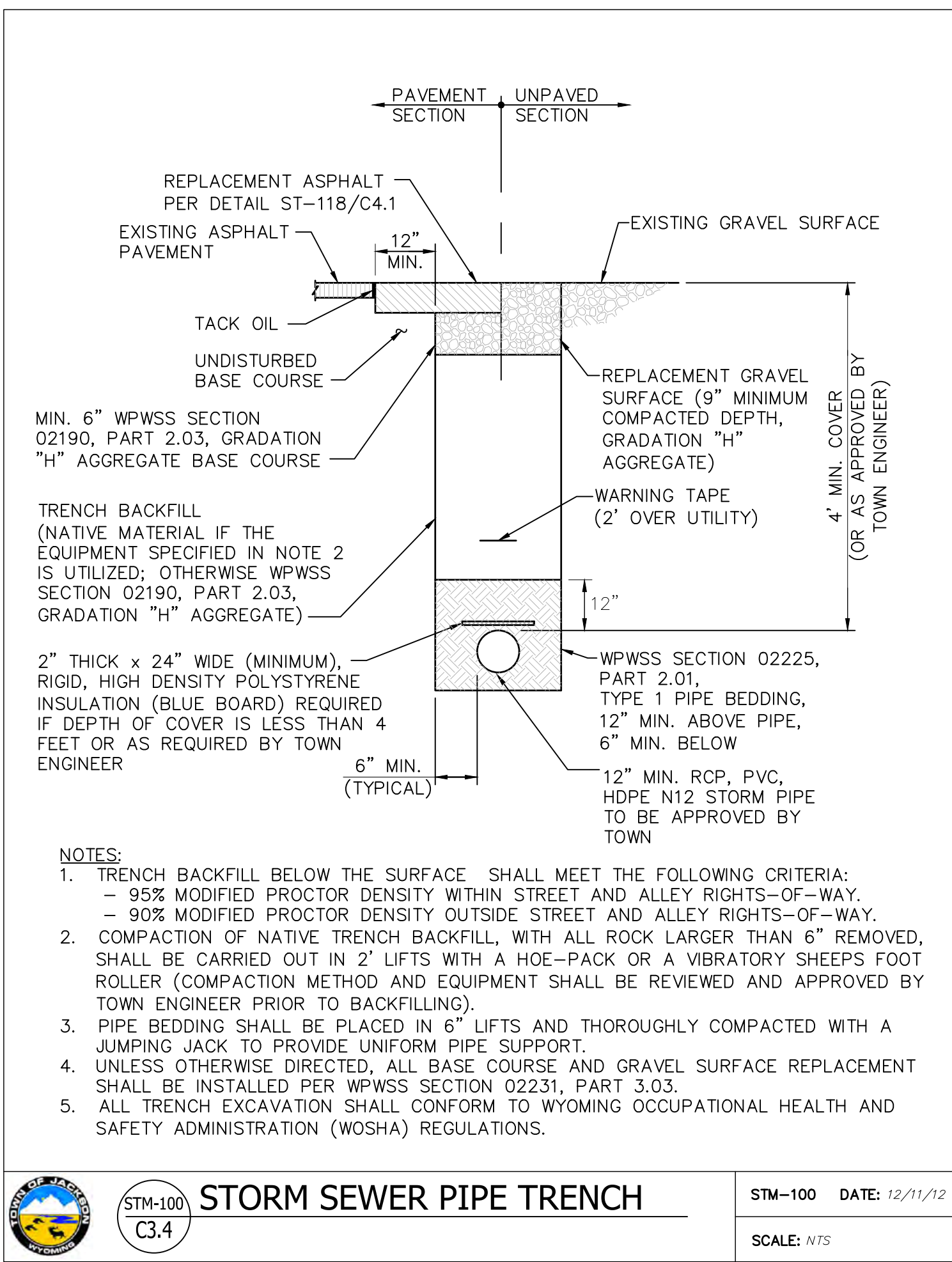
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C3.3

DEVELOPMENT PLAN
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REGISTRATION

Professional Engineer
RICHARD L. KILPATRICK
1271
Date 12/11/12
WYOMING

CLIENT
BASE CAMP LLC c/o COHEN & ASSOCIATES LLC
49 RICHMOND AVE, SUITE 105
WESTPORT, CT 06880
203.227.2390

ARCHITECT
MERGE ARCHITECTS, INC.
332 CONGRESS ST, FLOOR 6
BOSTON, MA 02210
617.670.0265

LANDSCAPE ARCHITECT
AGROSTIS, INC.
1130 MARLE WAY, SUITE 2C
PO BOX 3074 | JACKSON, WY 83001
(307) 415-1683

CIVIL/STRUCTURAL ENGINEER
NELSON ENGINEERING
430 CACHE ST, PO BOX 1599
JACKSON, WY 83001
(307) 733-2087

MERGE ARCHITECTS INC

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03/13/19 DEVELOPMENT PLAN

JOB NO.: A/E: 17261 / 17-296-02

SCALE: AS INDICATED

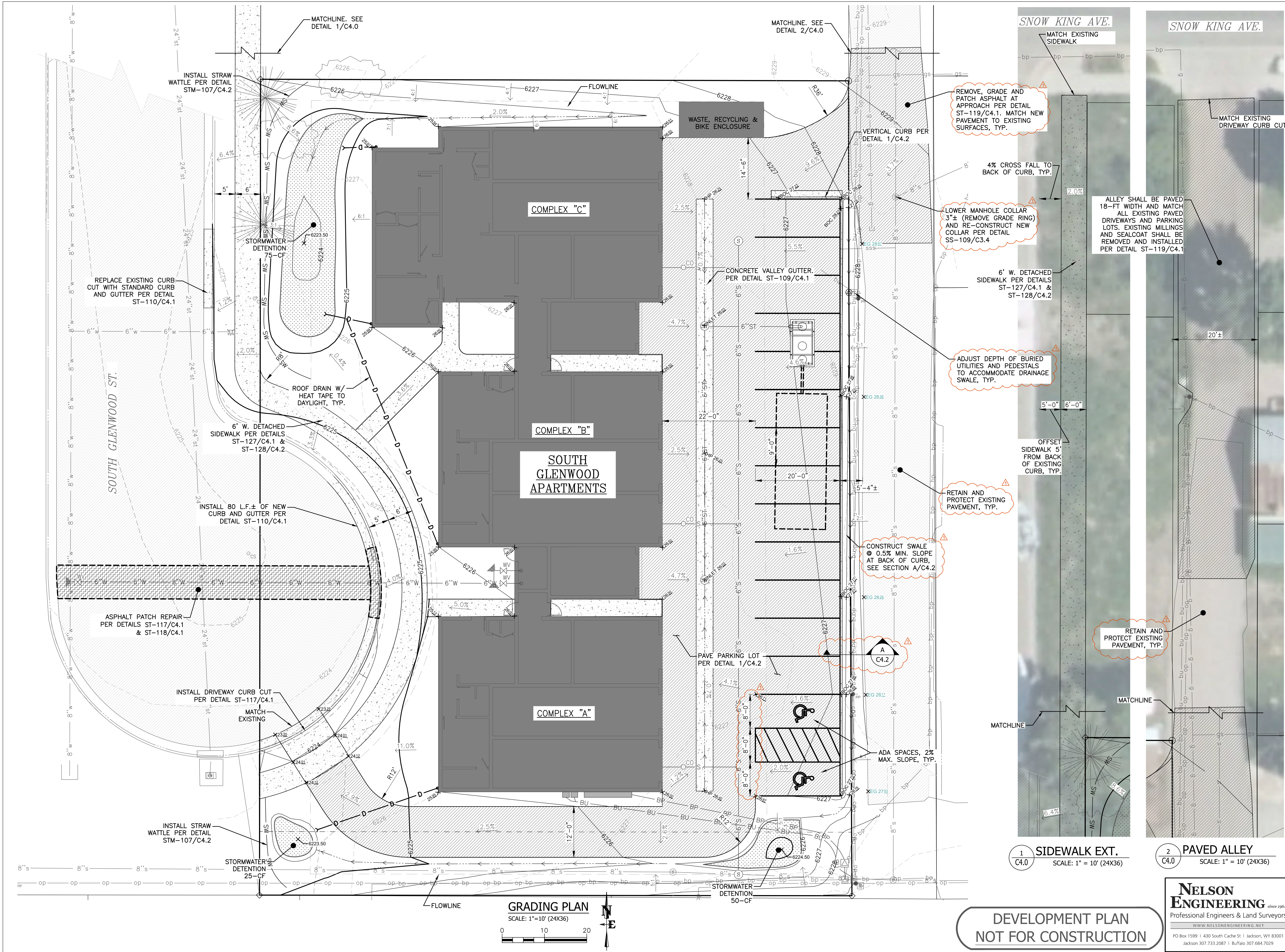
DATE: 3/13/19

DRAWING TITLE

UTILITY DETAILS

SHEET NO.

C3.4



REGISTRATION

CLIENT

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46 RICHMOND AVE, SUITE 105
WESTPORT, CT 06880
203.227.2390

ARCHITECT

MERGE ARCHITECTS, INC.
332 CONGRESS ST, FLOOR 6
BOSTON, MA 02210
617.670.0265

LANDSCAPE ARCHITECT

AGROSTIS, INC.
1130 MARLE WAY, SUITE 2C
PO BOX 30741 JACKSON, WY 83001
307.413.1683

CIVIL/STRUCTURAL ENGINEER

NELSON ENGINEERING
430 CACHE ST, PO BOX 1599
JACKSON, WY 83001
307.733.2087

MERGE ARCHITECTS INC

SOUTH GLENWOOD APARTMENTS

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03/13/19

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SCALE:

AS INDICATED

DATE:

3/13/19

DRAWING TITLE

GRADING PLAN

SHEET NO.

C4.0

1

SIDEWALK EXT.

C4.0

SCALE: 1" = 10' (24X36)

2

PAVED ALLEY

C4.0

SCALE: 1" = 10' (24X36)

DEVELOPMENT PLAN

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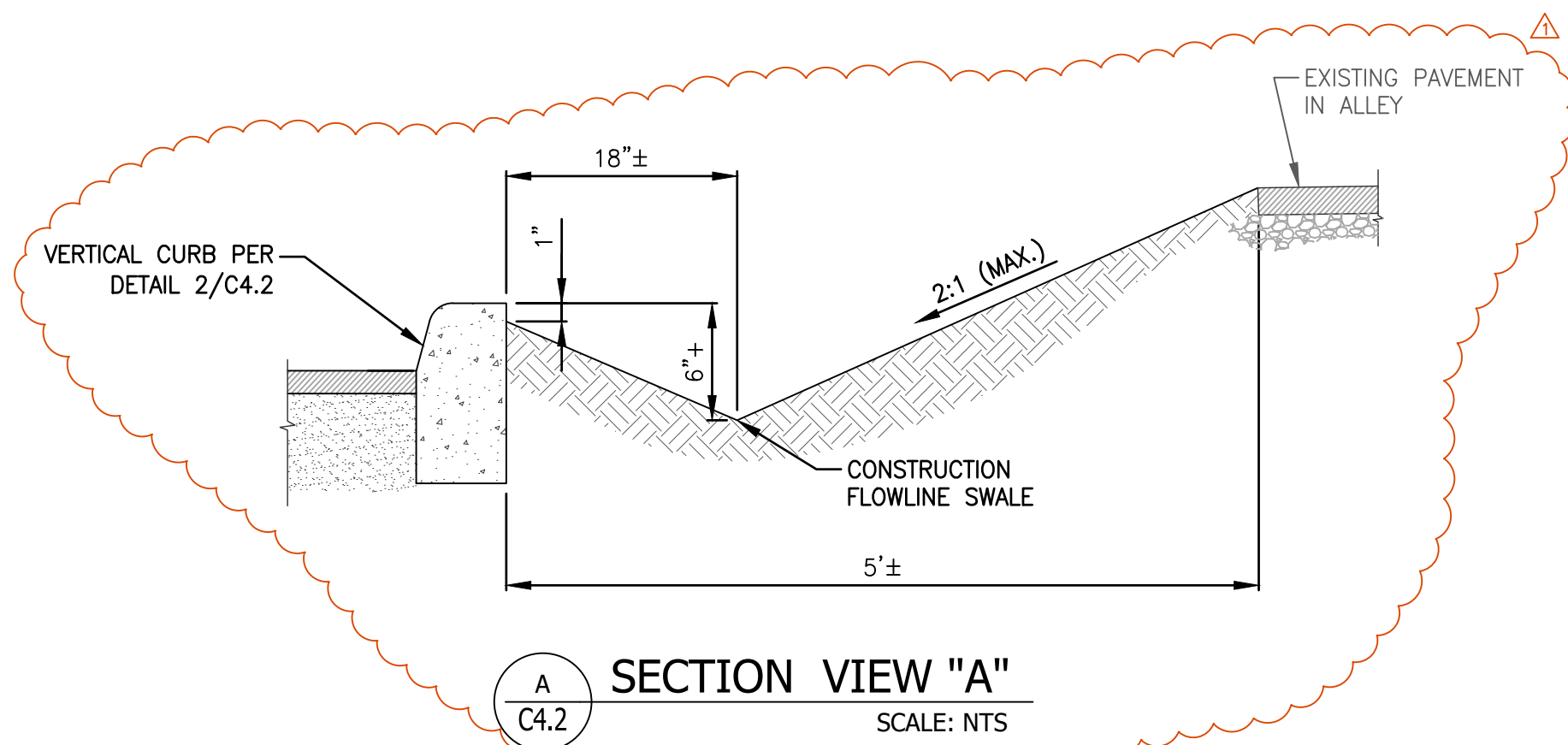
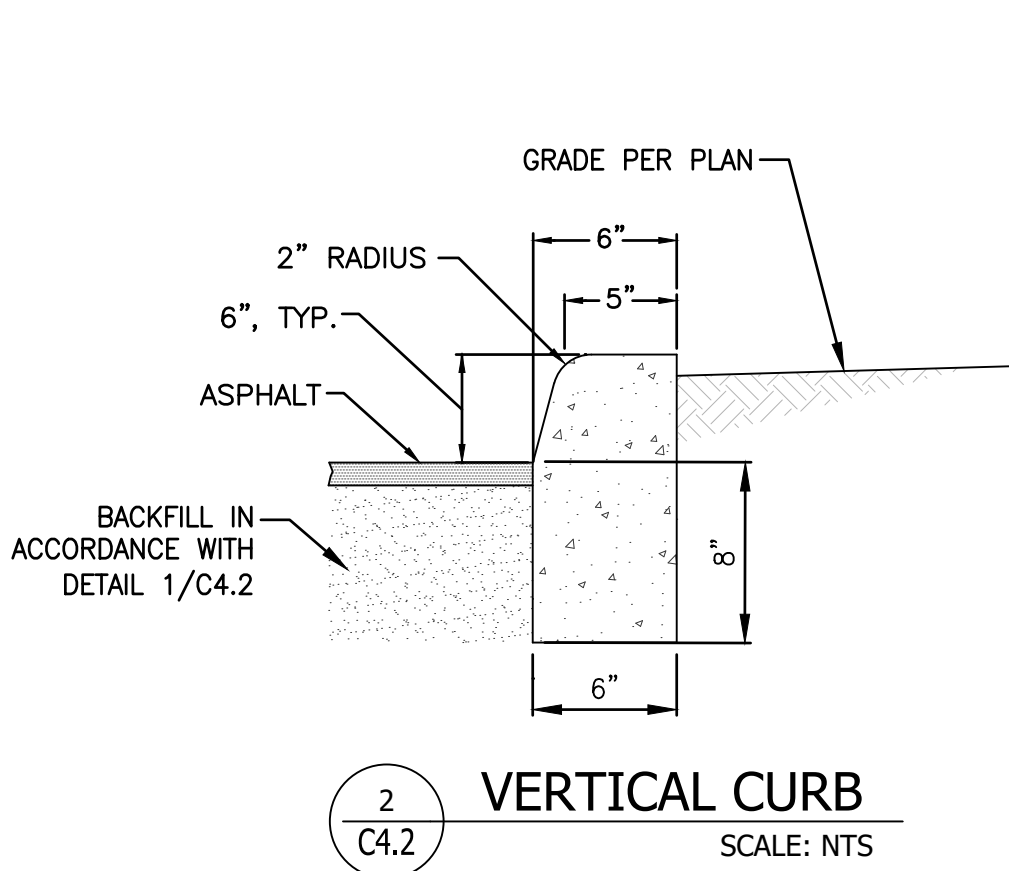
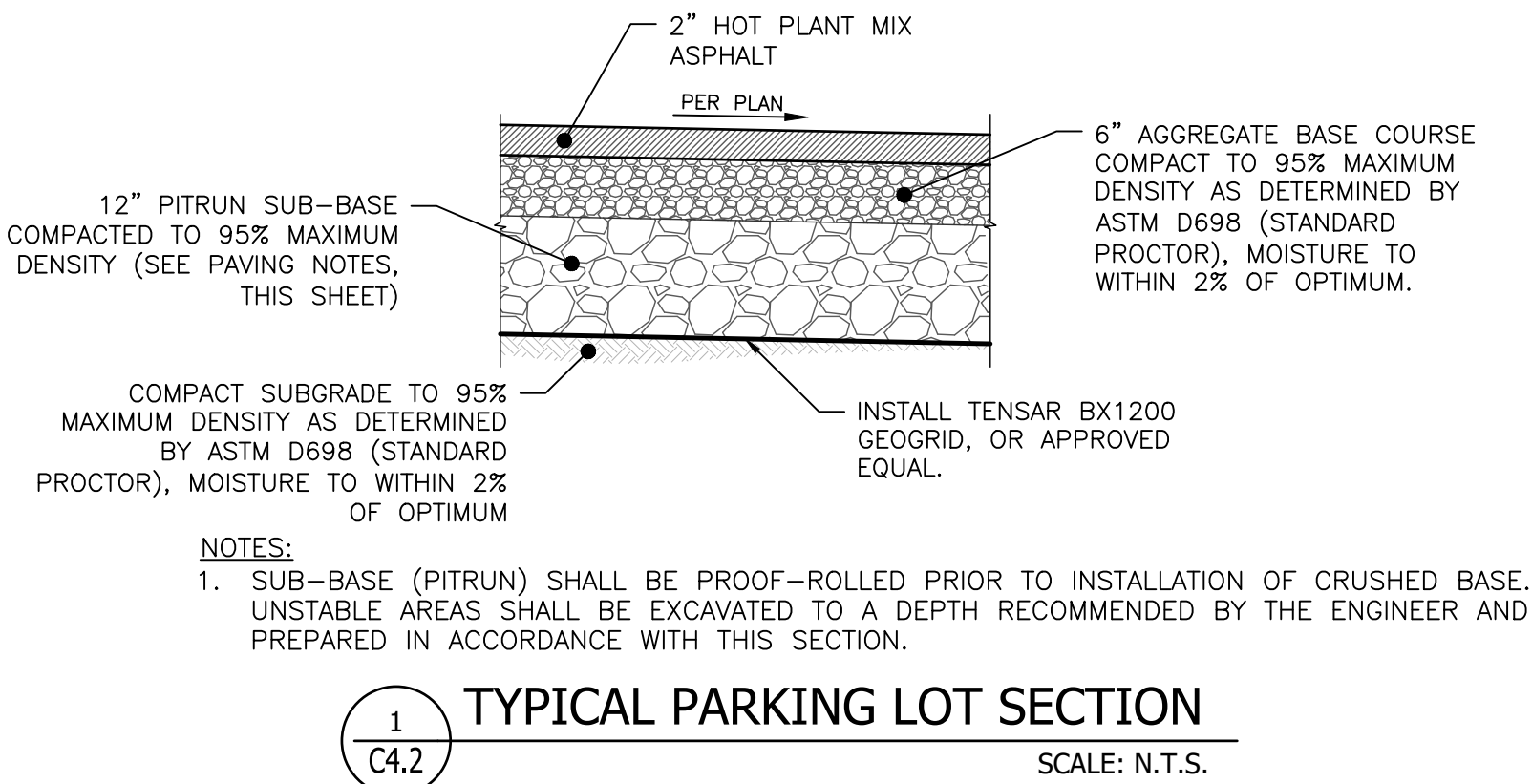
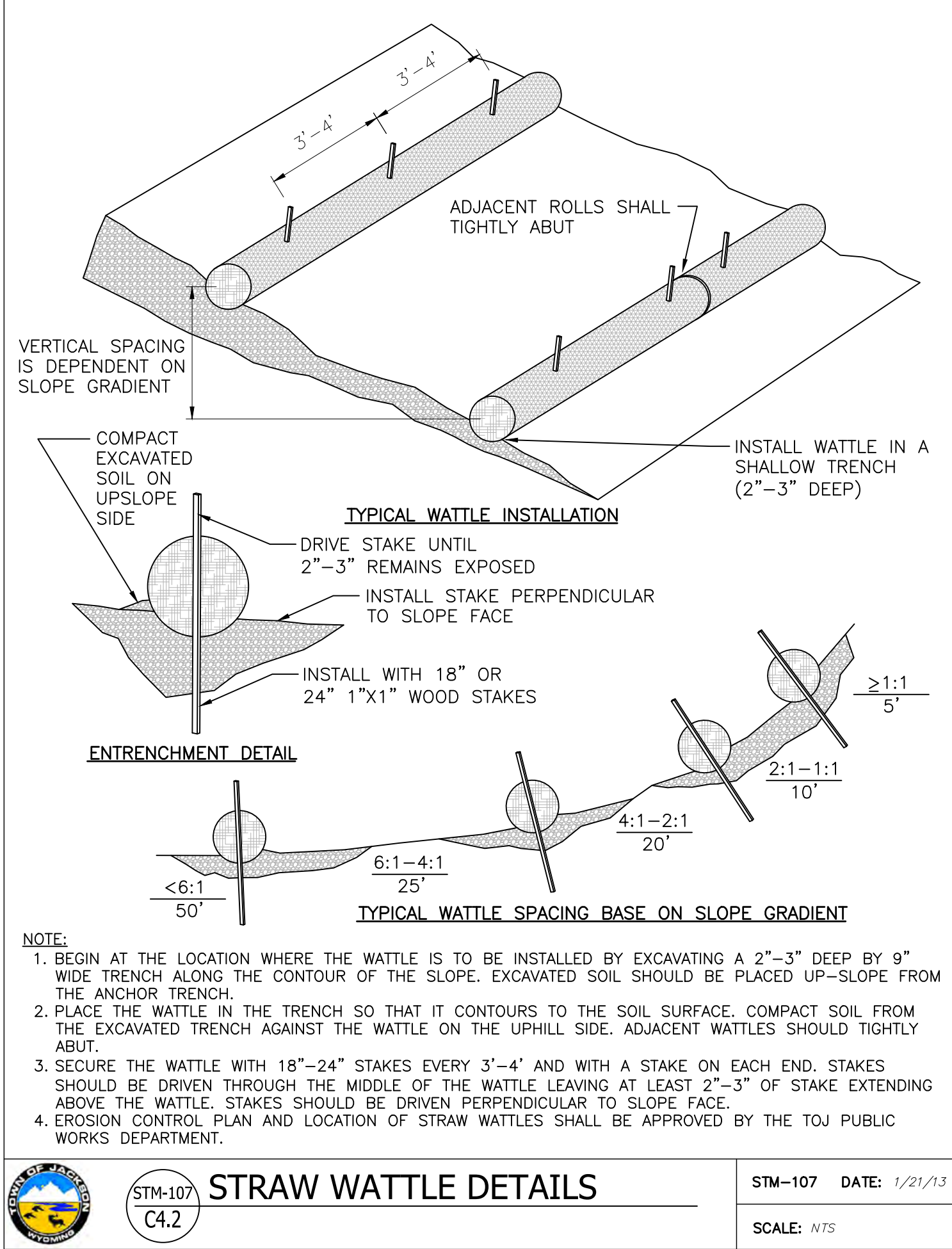
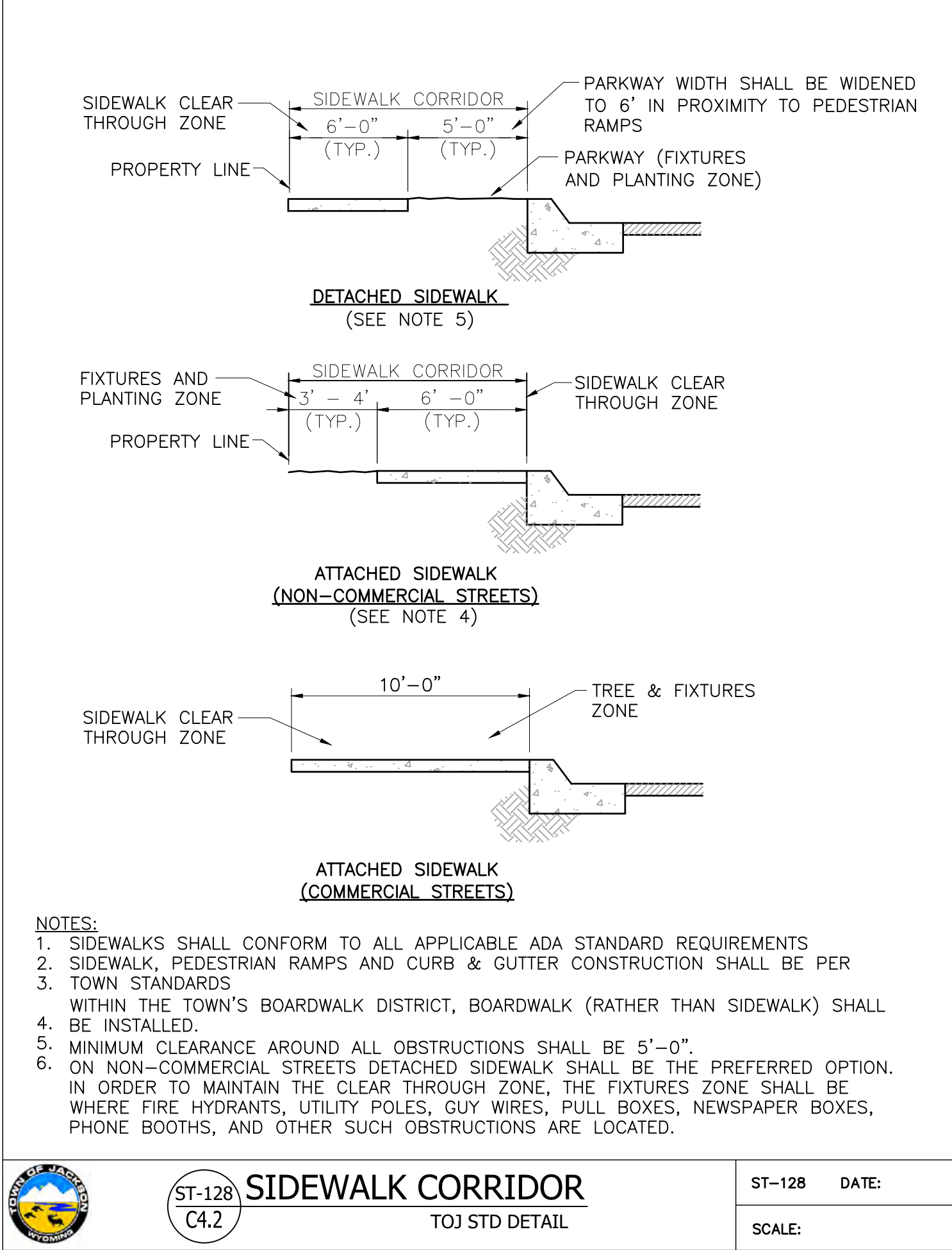
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Jackson 307.733.2087 | Buffalo 307.684.7029

S:\Projects\2017\296-02 640-650 Glenwood Pub\TPN4 Drawings\GLENWOOD PUB - GRADING\G4.0 - GRADING PLAN - Aug 19 2019 04:38:05 pm PLOTTED BY: J. Kilpatrick DWG: F00041 230

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S:\P\2017\296-02 640-650 Glenwood PUB TYPN4 Drawings\CON\GLENWOOD PUB - GRADING.dwg C4.2 - GRADING DETAILS.D - Aug 19 2019 04:30:13 pm PLOTTED BY: jayalrick DWG CDRWAT: 230



DEVELOPMENT PLAN
NOT FOR CONSTRUCTION

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Professional Engineers & Land Surveyors
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REGISTRATION

CLIENT
BASE CAMP LLC c/o COHEN & ASSOCIATES LLC
49 RICHMOND AVE, SUITE 105
WESTPORT, CT 06880
203.227.2390

ARCHITECT
MERGE ARCHITECTS, INC.
332 CONGRESS ST, FLOOR 6
BOSTON, MA 02210
617.670.0265

LANDSCAPE ARCHITECT
AGROSTIS, INC.
1130 MAPLE WAY, SUITE 2C
PO BOX 3074 | JACKSON, WY 83001
(307) 413-1683

CIVIL/STRUCTURAL ENGINEER
NELSON ENGINEERING
430 CACHE ST, PO BOX 1599
JACKSON, WY 83001
(307) 733-2087

THE CONTRACTOR IS RESPONSIBLE FOR MATERIALS, DETAILS AND ACCURACY, FOR ALL QUANTITIES AND DIMENSIONS, FOR SELECTING FABRICATION PROCESSES, FOR TECHNIQUES OF ASSEMBLY, FOR PERFORMING WORK IN A SAFE MANNER, AND FOR COORDINATING WORK WITH THAT OF ALL TRADES

JOB NO.:	A/E: 17261 / 17-296-02
SCALE:	AS INDICATED
DATE:	3/13/19

DRAWING TITLE

GRADING DETAILS

SHEET NO.

C4.2



Legend

Existing	Property Line
Adjacent Property Line	
Building Envelope	
Easement	
Edge of Pavement	
Survey Monument	
Electric Transformer	
Telephone/Broadband	
TV Pedestal	
Sewer Manhole	
Sewer Cleanout	
Water Service / Well	
Buried Water Line	
Buried Sewer Line	
Irrigation Main Line	

"ALTERNATIVE" TREE & SHRUB SCHEDULE

KEY	SCIENTIFIC NAME	COMMON NAME	SIZE	QUANTITY
Trees				
Pt	Populus tremuloides	Quaking Aspen	3" Cal.	11
Fp	Fraxinus pennsylvanica	Patmore Ash	6" Cal.	24
Pp	Picea pungens	Spruce	8' B&B	10
			14' B&B	3
Multi-stemmed Tree or Large Shrub				
	Amelanchier alnifolia	Serviceberry	6-8' B+B	12
Shrubs, groundcovers and perennial				
	Varies	Isanti Dogwood, Snowberry	5 Gal.	92
	Varies	Native Grass Reclamation	Sod	7,547 sf
		Washed Rock	1" minus	334 sf

COST ESTIMATE FOR LANDSCAPE BOND

KEY	TYPE	QUANTITY	EACH	TOTAL
	3" caliper canopy tree	11	\$ 400	\$ 4,400
	6" caliper canopy tree	24	\$ 900	\$ 21,600
	3" caliper canopy tree	12	\$ 400	\$ 4,800
	8' high evergreen tree	10	\$ 450	\$ 4,500
	14' high evergreen tree	3	\$ 840	\$ 2,520
	6'-8' large shrub or multi-stem	12	\$ 275	\$ 3,300
	#5 container shrub	92	\$ 65	\$ 5,980
	Irrigation	7,547 sf	\$ 1.10 / sf	\$ 8,302
Subtotal				\$ 55,402
125% bond				\$ 69,252

Reclamation Methods

- Grade all areas as shown on the plan while providing for smooth transitions to existing grade. Scarify all compacted areas to a depth of 4" to provide an adequate substrate for plant growth. Remove rocks and other material greater than 3" in diameter.
- All disturbed areas to receive seed shall have a minimum of 3" of clean topsoil applied prior to seeding or planting.
- Prior to placing topsoil, the area to receive seed shall be raked or tilled to ensure adequate bonding between subgrade and the topsoil layer.
- Seed shall be spread at the rate indicated below and between the dates of October 15th and May 15th. Use approved mechanical broadcasting methods to evenly distribute the seed mix across the surface to be seeded. DO NOT apply seed during high wind conditions and take care not to disturb existing improvements. After seeding is applied, rake the surface of the soil to ensure good contact between seed and soil particles.
- The seed used in the reclamation mix shall be fresh, pure live seed (PLS), of the most recent crop and mixed in the quantities shown below.

Site Calculations

- Application is under former zone UR-PUD
- Office Use Permitted Overlay
- Gross Site Area is 20,038 sf
- The required LSR, per UR-PUD application is 0.30 or 7,541 sf. This plan shows 7,547 sf.
- The required Plant Unit is (1) per unit and (1) per 12 parking stalls. Therefore, a total of (23) Plant Units are required.

Landscape Plan Notes

- Per Town of Jackson LDR Section 5.5.3.E.4, this plan provides (3) benches and (2) bike racks, holding twelve bikes total, for (5) canopy trees.
- This plan shows a combination of trees and shrubs that is based on a valuation interpretation of the standard plant units. See "Alternative" schedule above.
- Landscape areas beyond the property line (total 674 sf) are NOT INCLUDED in this calculation.
- Gravel "drip strip" around building perimeter (total 334 sf) is INCLUDED in this calculation.

Maintenance and Irrigation Notes

- All proposed landscaping to be maintained by an automatic underground irrigation system. Locations for the point of connection, main line routing, and access sleeves shown.
- Property owner will maintain landscaping to the standard of the intent of this development plan - including Glenwood Street right of way.

Botanical Name	Common Name	#s PLS/Acre
Bromus marginatus	Mountain Brome	9.0
Elymus trachicaulus	Slender Wheatgrass	5.0
Festuca idahoensis	Idaho Fescue	3.0
Pascopyrum smithii	Western Wheatgrass	7.0
Pseudoroegneria spicata	Blue Bunch Wheatgrass	6.0
TOTAL =		30.0
		pounds PLS/Acre

1130 maple way #2C
po box 3074
jackson, wy 83001
v: 307.413.5123
info@agrostisinc.com

agrostis, inc.

landscape architecture
land planning

S. Glenwood Apts.

640-650 S. Glenwood Street

Lots 5-6-7, Block 4, Kams-2
Town of Jackson, Wyoming

Project # 1818

Revisions

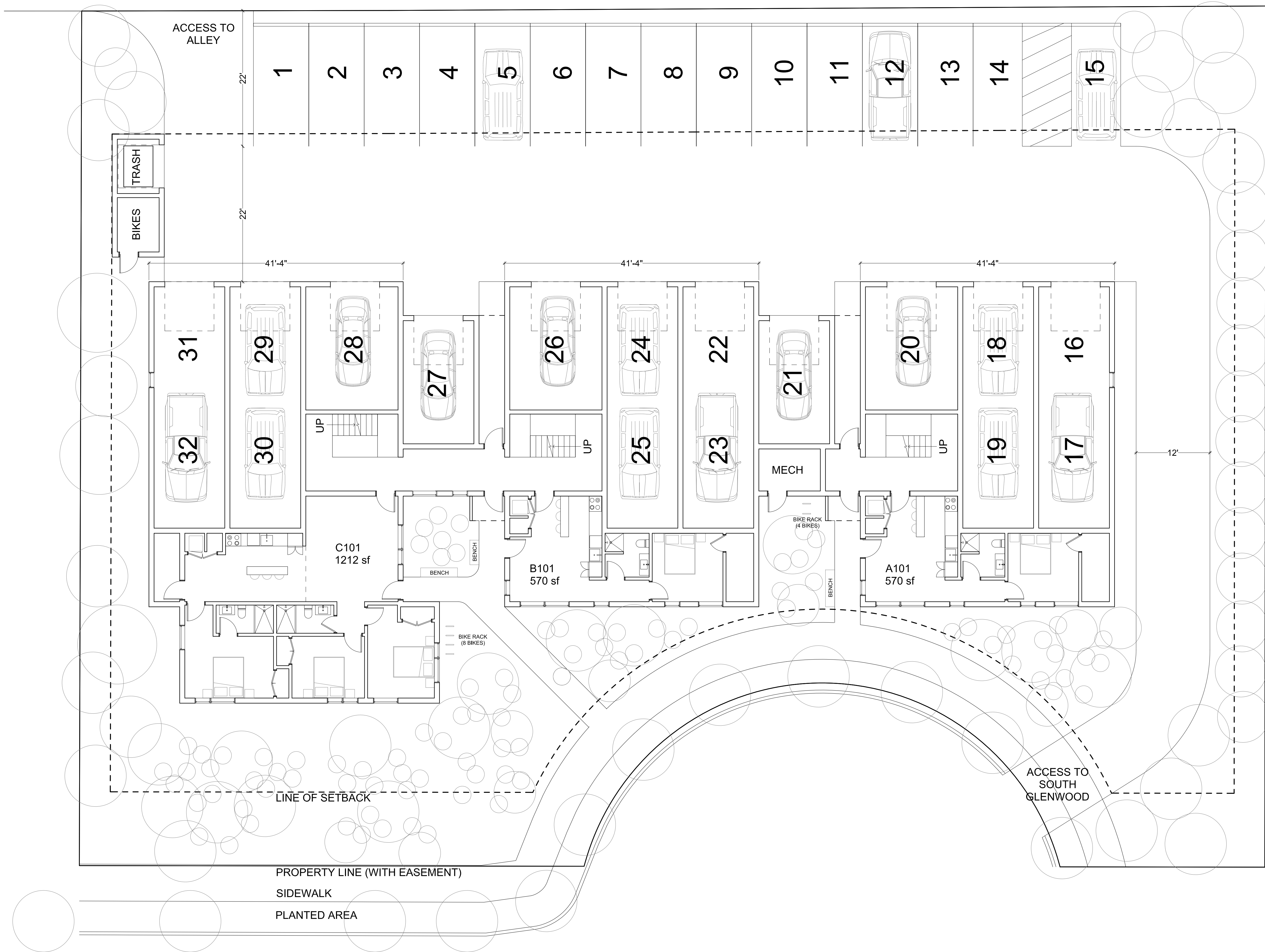
#	Date	Description
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A	9.6.19	ex. spruces removed; street tree rev.
-	-	-
-	-	-
-	-	-
-	-	-

0 10 20
scale: 1" = 10'

Final Development Permit

Landscape Plan

L1.1



LEVEL 1 PLAN

REGISTRATION

CLIENT

BASE CAMP LLC C/O COHEN & ASSOCIATES LLC
49 RICHMONDVILLE AVE, SUITE 105
WESTPORT, CT 06880
(203) 227-2390

ARCHITECT

MERGE ARCHITECTS, INC.
332 CONGRESS ST, FLOOR 6
BOSTON, MA 02210
(617) 670-0265

LANDSCAPE ARCHITECT

AGROSTIS, INC.
1130 MARLE WAY, SUITE 2C
PO BOX 30741 JACKSON, WY 83001
(307) 413-1683

STRUCTURAL ENGINEER

NELSON ENGINEERING
430 CACHE ST, PO BOX 1599
JACKSON, WY 83001
(307) 733-2067

MEP ENGINEER

ENERGY-1, LLC
235 EAST BROADWAY
JACKSON, WY 83001
(307) 200-2210

MERGE ARCHITECTS INC

SOUTH GLENWOOD APARTMENTS

640-650 SOUTH GLENWOOD ST
JACKSON, WY 83001

03/15/19

DEVELOPMENT PLAN

09/16/19

DEVELOPMENT PLAN REV

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JOB NO.:

17261

SCALE:

1/8" = 1'-0"

DATE:

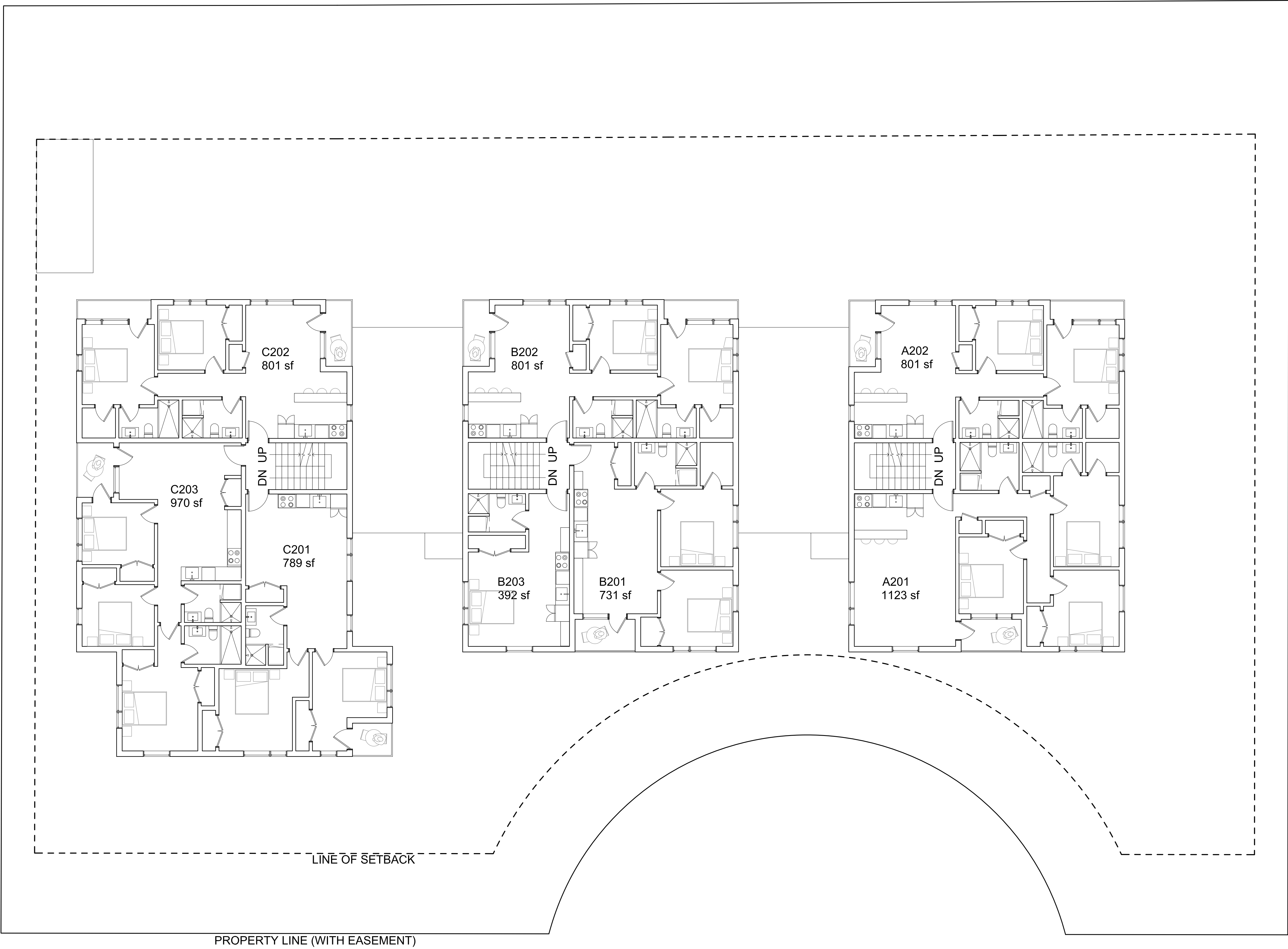
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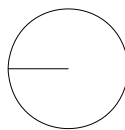
LEVEL 1 PLAN

SHEET NO.

A1.1



LEVEL 2 PLAN



REGISTRATION

CLIENT

BASE CAMP LLC d/b/c COHEN & ASSOCIATES LLC
49 RICHMONDVILLE AVE, SUITE 105
WESTPORT, CT 06880
(203) 227-2390

ARCHITECT

MERGE ARCHITECTS, INC.
332 CONGRESS ST, FLOOR 6
BOSTON, MA 02210
(617) 670-0265

LANDSCAPE ARCHITECT

AGROSTIS, INC.
1130 MAPLE WAY, SUITE 20
PO BOX 30741 JACKSON, WY 83001
(307) 413-1683

STRUCTURAL ENGINEER

NELSON ENGINEERING
430 CACHE ST, PO BOX 1599
JACKSON, WY 83001
(307) 733-2067

MEP ENGINEER

ENERGY-1, LLC
235 EAST BROADWAY
JACKSON, WY 83001
(307) 200-2210

MERGE ARCHITECTS ^{INC}
SOUTH GLENWOOD APARTMENTS
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JACKSON, WY 83001

03/15/19	DEVELOPMENT PLAN
09/16/19	DEVELOPMENT PLAN REV

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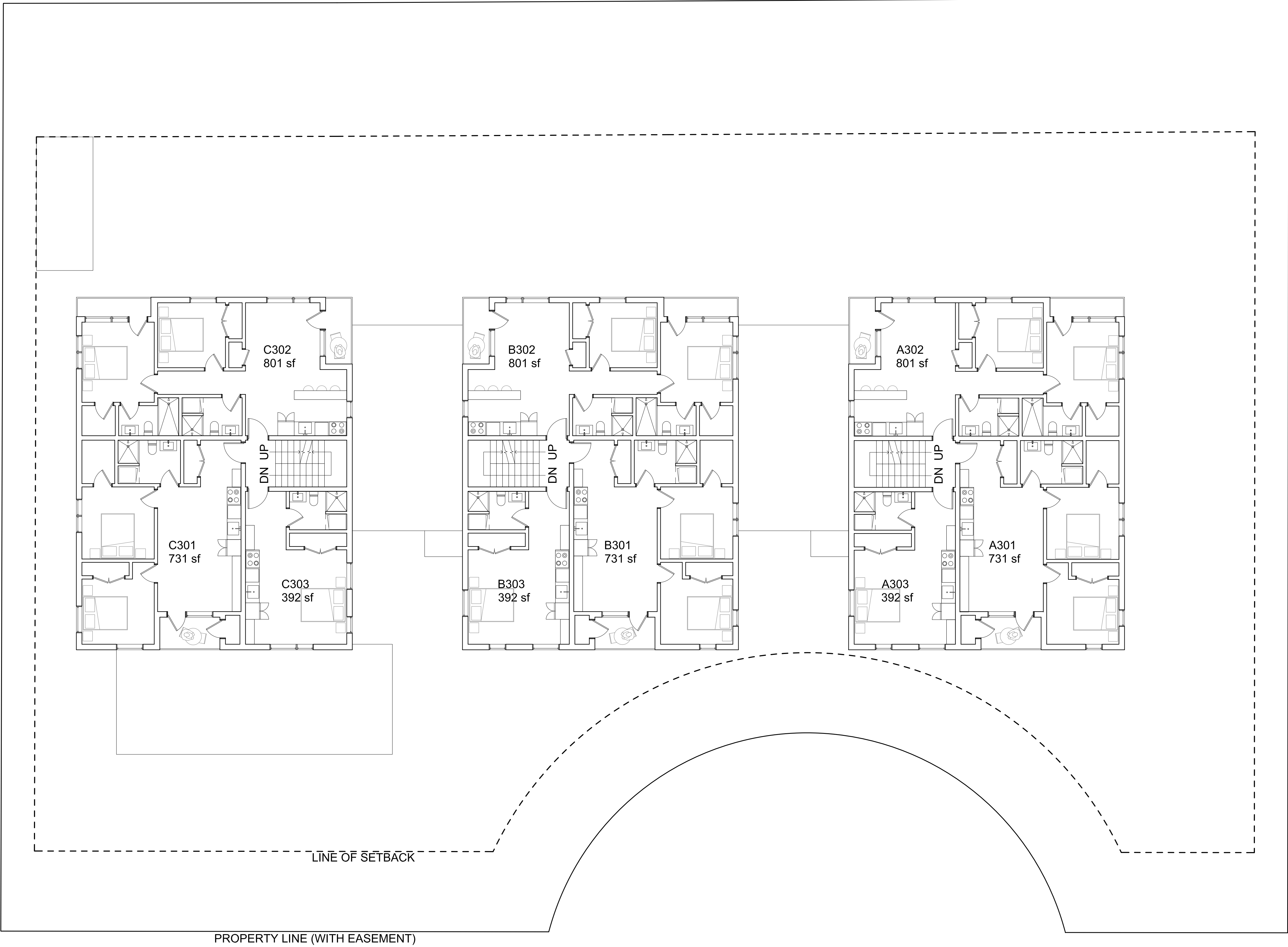
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SCALE:	1/8" = 1'-0"
DATE:	09/16/19

DRAWING TITLE

LEVEL2 PLAN

SHEET NO.

A1.2



LEVEL 3 PLAN

REGISTRATION

CLIENT

BASE CAMP LLC d/b/c COHEN & ASSOCIATES LLC
49 RICHMONDVILLE AVE, SUITE 105
WESTPORT, CT 06880
(203) 227-2390

ARCHITECT

MERGE ARCHITECTS, INC.
332 CONGRESS ST, FLOOR 6
BOSTON, MA 02210
(617) 670-0265

LANDSCAPE ARCHITECT

AGROSTIS, INC.
1130 MAPLE WAY, SUITE 20
PO BOX 3074 / JACKSON, WY 83001
(307) 413-1683

STRUCTURAL ENGINEER

NELSON ENGINEERING
430 CACHE ST, PO BOX 1599
JACKSON, WY 83001
(307) 733-2067

MEP ENGINEER

ENERGY-1, LLC
235 EAST BROADWAY
JACKSON, WY 83001
(307) 200-2210

MERGE ARCHITECTS ^{INC}
SOUTH GLENWOOD APARTMENTS
640-650 SOUTH GLENWOOD ST
JACKSON, WY 83001

03/15/19 DEVELOPMENT PLAN

09/16/19 DEVELOPMENT PLAN REV

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JOB NO.: 17261

SCALE: 1/8" = 1'-0"

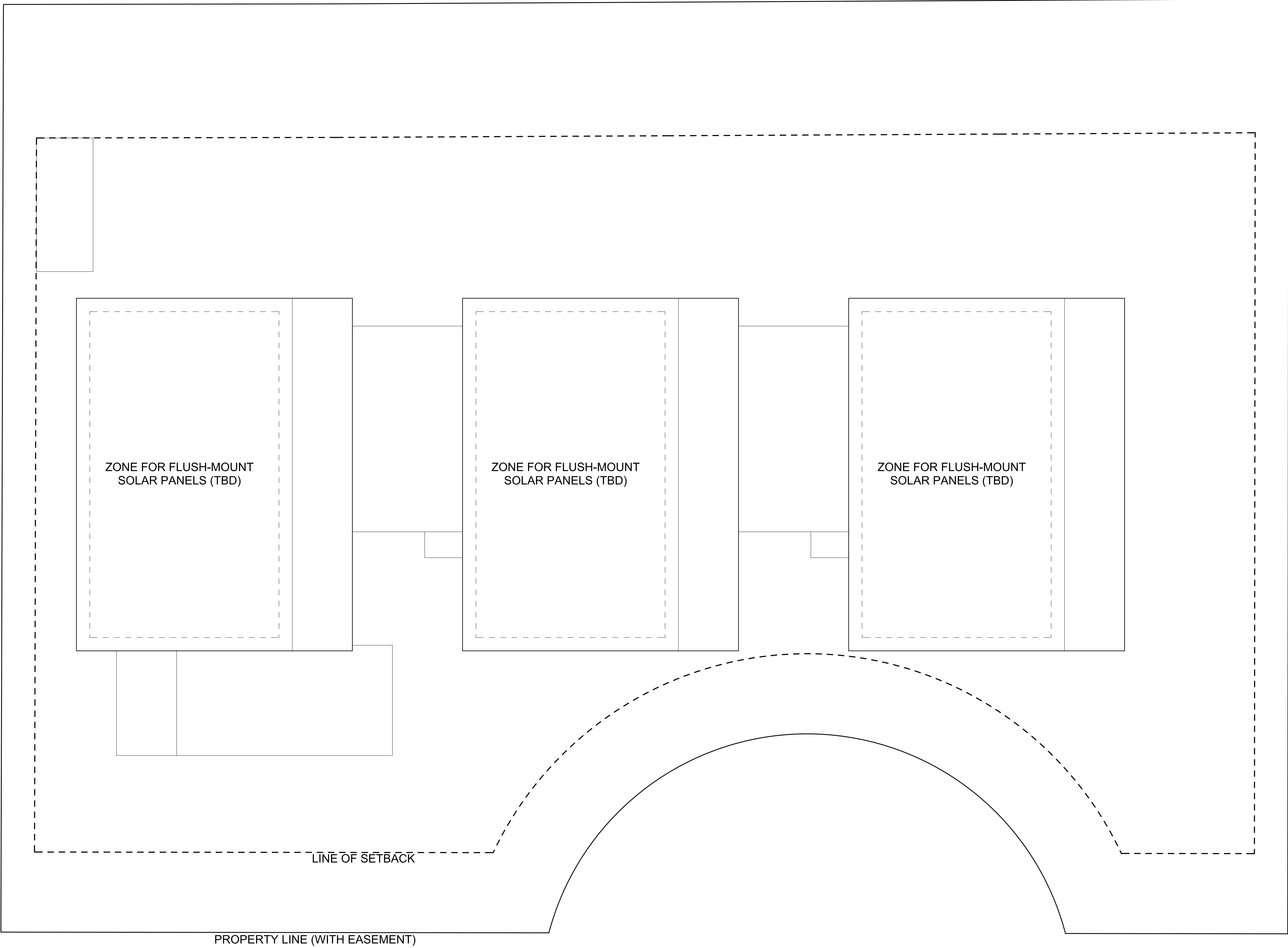
DATE: 09/16/19

DRAWING TITLE

LEVEL 3 PLAN

SHEET NO.

A1.3



REGISTRATION

CLIENT

BASE CAMP LLC d/b/c COHEN & ASSOCIATES LLC
49 RICHMONDVILLE AVE, SUITE 105
WESTPORT, CT 06880
(203) 227-2390

ARCHITECT

MERGE ARCHITECTS, INC.
332 CONGRESS ST, FLOOR 6
BOSTON, MA 02210
(617) 670-0265

LANDSCAPE ARCHITECT

AGROSTIS, INC.
1130 MAPLE WAY, SUITE 2C
PO BOX 30741 JACKSON, WY 83001
(307) 413-1683

STRUCTURAL ENGINEER

NELSON ENGINEERING
430 CACHE ST, PO BOX 1599
JACKSON, WY 83001
(307) 733-2067

MEP ENGINEER

ENERGY-1, LLC
235 EAST BROADWAY
JACKSON, WY 83001
(307) 200-2210

MERGE ARCHITECTS ^{INC}
SOUTH GLENWOOD APARTMENTS
640-650 SOUTH GLENWOOD ST
JACKSON, WY 83001

03/15/19 DEVELOPMENT PLAN

09/16/19 DEVELOPMENT PLAN REV

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SCALE: 1/8" = 1'-0"

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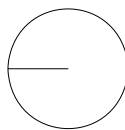
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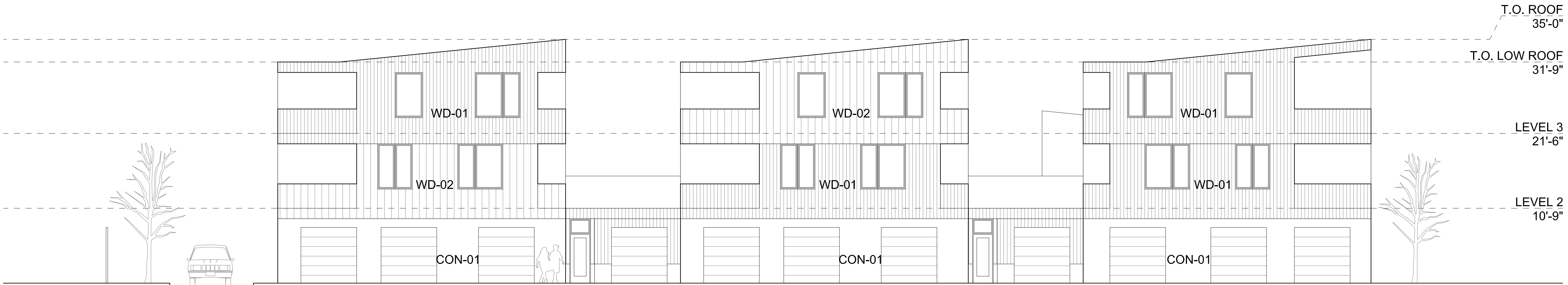
ROOF PLAN

SHEET NO.

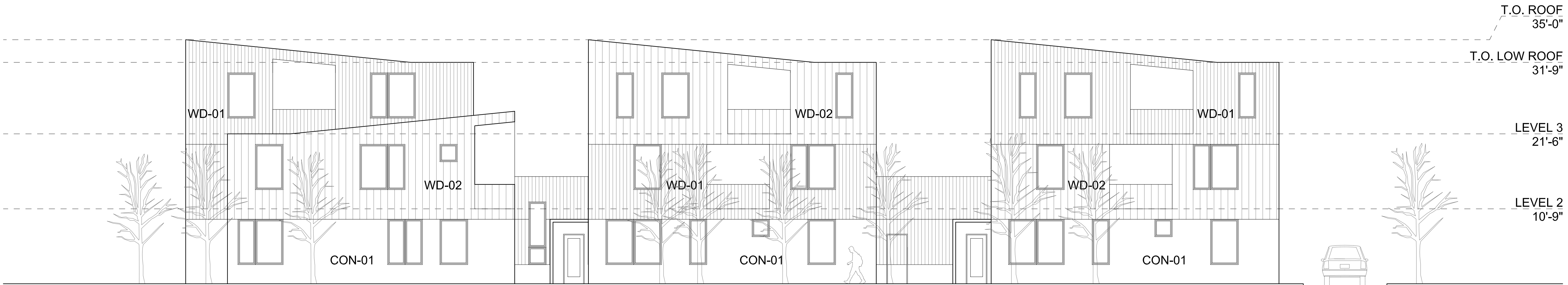
A1.4

ROOF PLAN





EAST ELEVATION



WEST ELEVATION

KEY	DESCRIPTION	PRODUCT	SIZE	FINISH / COLOR / ETC
CON-01	BOARD-FORMED CONCRETE	-	-	(BUDGET DEPENDENT, SEE ATTACHED PRICE ANALYSIS)
WD-01	CEDAR	SHIPLAP SIDING	4" WIDE FACE	1 COAT OF FULL-CHAR WOOD STAIN & 1 COAT OF HALF-CHAR WOOD STAIN
WD-02	CEDAR	SHIPLAP SIDING	6" WIDE FACE	1 COAT OF FULL-CHAR WOOD STAIN & 1 COAT OF HALF-CHAR WOOD STAIN

REGISTRATION

CLIENT
BASE CAMP LLC D/O COHEN & ASSOCIATES LLC
49 RICHMONDVILLE AVE, SUITE 105
WESTPORT, CT 06880
(203) 227-2390

ARCHITECT
MERGE ARCHITECTS, INC.
332 CONGRESS ST, FLOOR 6
BOSTON, MA 02210
(617) 670-0265

LANDSCAPE ARCHITECT
AGROSTIS, INC.
1130 MAPLE WAY, SUITE 2C
PO BOX 30741 JACKSON, WY 83001
(307) 413-1683

STRUCTURAL ENGINEER
NELSON ENGINEERING
430 CACHE ST, PO BOX 1599
JACKSON, WY 83001
(307) 733-2087

MEP ENGINEER
ENERGY-1, LLC
235 EAST BROADWAY
JACKSON, WY 83001
(307) 200-2210

MERGE ARCHITECTS ^{INC}
SOUTH GLENWOOD APARTMENTS
640-650 SOUTH GLENWOOD ST
JACKSON, WY 83001

03/15/19 DEVELOPMENT PLAN
09/16/19 DEVELOPMENT PLAN REV

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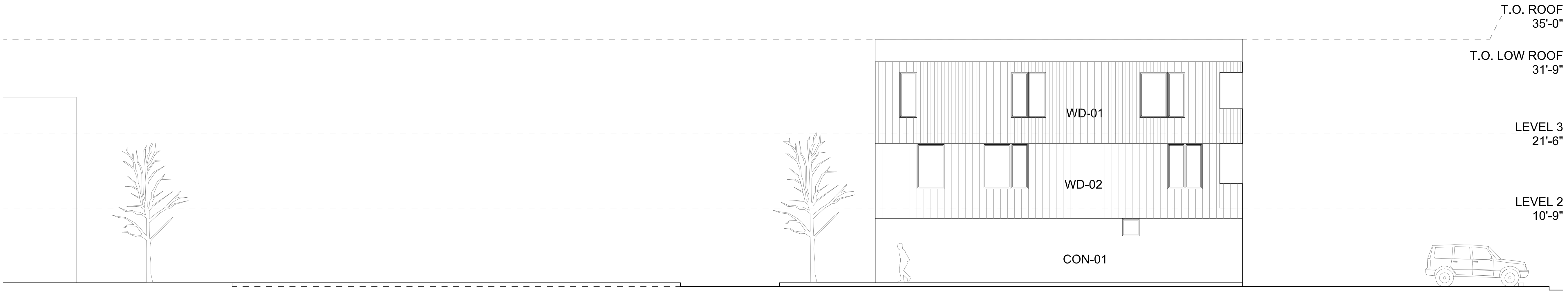
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DATE: 09/16/19

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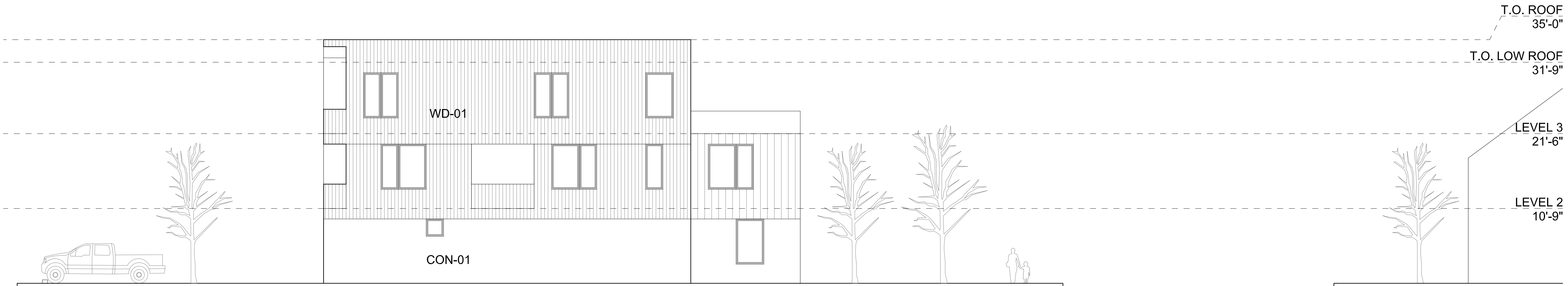
ELEVATIONS

SHEET NO.

A2.1



SOUTH ELEVATION



NORTH ELEVATION

KEY	DESCRIPTION	PRODUCT	SIZE	FINISH / COLOR / ETC
CON-01	BOARD-FORMED CONCRETE	-	-	(BUDGET DEPENDENT, SEE ATTACHED PRICE ANALYSIS)
WD-01	CEDAR	SHIPLAP SIDING	4" WIDE FACE	1 COAT OF FULL-CHAR WOOD STAIN & 1 COAT OF HALF-CHAR WOOD STAIN
WD-02	CEDAR	SHIPLAP SIDING	6" WIDE FACE	1 COAT OF FULL-CHAR WOOD STAIN & 1 COAT OF HALF-CHAR WOOD STAIN

REGISTRATION

CLIENT
BASE CAMP LLC d/b/c COHEN & ASSOCIATES LLC
49 RICHMONDVILLE AVE, SUITE 105
WESTPORT, CT 06880
(203) 227-2390

ARCHITECT
MERGE ARCHITECTS, INC.
332 CONGRESS ST, FLOOR 6
BOSTON, MA 02210
(617) 670-0265

LANDSCAPE ARCHITECT
AGROSTIS, INC.
1130 MAPLE WAY, SUITE 2C
PO BOX 30741 JACKSON, WY 83001
(307) 413-1683

STRUCTURAL ENGINEER
NELSON ENGINEERING
430 CACHE ST, PO BOX 1599
JACKSON, WY 83001
(307) 733-2067

MEP ENGINEER
ENERGY-1, LLC
235 EAST BROADWAY
JACKSON, WY 83001
(307) 200-2210

MERGE ARCHITECTS INC
SOUTH GLENWOOD APARTMENTS
640-650 SOUTH GLENWOOD ST
JACKSON, WY 83001

03/15/19 DEVELOPMENT PLAN
09/16/19 DEVELOPMENT PLAN REV

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JOB NO.: 17261
SCALE: 1/8" = 1'-0"
DATE: 09/16/19

DRAWING TITLE

ELEVATIONS

SHEET NO.

A2.2



ELEVATIONAL VIEW FROM SOUTH GLENWOOD ST

REGISTRATION



CLIENT
BASE CAMP LLC C/O COHEN & ASSOCIATES LLC
49 RICHMONDVILLE AVE, SUITE 105
WESTPORT, CT 06880
(203) 227-2390

ARCHITECT
MERGE ARCHITECTS, INC.
332 CONGRESS ST, FLOOR 6
BOSTON, MA 02210
(617) 670-0665

LANDSCAPE ARCHITECT
AGROSTIS, INC.
1130 MAPLE WAY, SUITE 2C
PO BOX 3074 | JACKSON, WY 83001
(307) 413-1885

STRUCTURAL ENGINEER
NELSON ENGINEERING
430 CACHE ST, PO BOX 1599
JACKSON, WY 83001
(307) 733-2087

MEP ENGINEER
ENERGY-1, LLC
225 EAST BROADWAY
JACKSON, WY 83001
(307) 200-2210

MERGE ARCHITECTS^{INC}
SOUTH GLENWOOD APARTMENTS
640-650 SOUTH GLENWOOD ST
JACKSON, WY 83001

03/15/19 DEVELOPMENT PLAN

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JOB NO.: 17261

SCALE:

DATE: 03/15/19

DRAWING TITLE

PERSPECTIVE VIEW

SHEET NO.

A9.0



OBLIQUE VIEW FROM SOUTH GLENWOOD ST

REGISTRATION



CLIENT

BASE CAMP LLC C/O COHEN & ASSOCIATES LLC
49 RICHMONDVILLE AVE, SUITE 105
WESTPORT, CT 06890
(203) 227-2390

ARCHITECT

MERGE ARCHITECTS, INC.
332 CONGRESS ST, FLOOR 6
BOSTON, MA 02210
(617) 670-0965

LANDSCAPE ARCHITECT

AGROSTIS, INC.
1130 MAPLE WAY, SUITE 2C
PO BOX 3074 | JACKSON, WY 83001
(307) 413-1885

STRUCTURAL ENGINEER

NELSON ENGINEERING
430 CACHE ST, PO BOX 1599
JACKSON, WY 83001
(307) 733-2087

MEP ENGINEER

ENERGY-1 LLC
225 EAST BROADWAY
JACKSON, WY 83001
(307) 200-2210

MERGE ARCHITECTS^{INC}

SOUTH GLENWOOD APARTMENTS

640-650 SOUTH GLENWOOD ST
JACKSON, WY 83001

03/15/19

DEVELOPMENT PLAN

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JOB NO.: 17261

SCALE:

DATE: 03/15/19

DRAWING TITLE

PERSPECTIVE VIEW

SHEET NO.

A9.1



VIEW FROM PARKING AREA

REGISTRATION



CLIENT

BASE CAMP LLC C/O COHEN & ASSOCIATES LLC
49 RICHMONDVILLE AVE, SUITE 105
WESTPORT, CT 06880
(203) 227-2390

ARCHITECT

MERGE ARCHITECTS, INC.
332 CONGRESS ST, FLOOR 6
BOSTON, MA 02210
(617) 670-0265

LANDSCAPE ARCHITECT

AGROSTIS, INC.
1130 MAPLE WAY, SUITE 2C
PO BOX 3074 | JACKSON, WY 83001
(307) 413-1885

STRUCTURAL ENGINEER

NELSON ENGINEERING
430 CACHE ST, PO BOX 1599
JACKSON, WY 83001
(307) 733-2087

MEP ENGINEER

ENERGY-1 LLC
225 EAST BROADWAY
JACKSON, WY 83001
(307) 200-2210

MERGEARCHITECTS^{INC}

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03/15/19

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JOB NO.: 17261

SCALE:

DATE: 03/15/19

DRAWING TITLE

PERSPECTIVE VIEW

SHEET NO.

A9.2

South Glenwood Apartments

640 & 650 S. GLENWOOD / JACKSON, WY



FINAL DEVELOPMENT PLAN

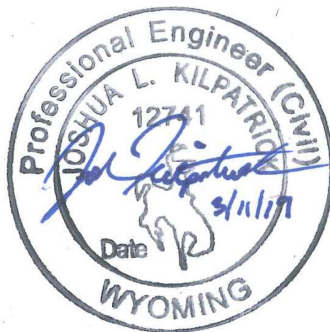
ENGINEER'S DESIGN REPORT

SUBMITTED TO:

TOWN OF JACKSON

PLANNING DEPT.

TOJ PROJ. #: P17-200



NELSON ENGINEERING
JACKSON, WY

MARCH 13TH, 2019

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INTRODUCTION

This engineering report provides design and development information as it relates to the South Glenwood Apartments (SGA) Final Development Plan (FDP). Topics addressed include water, wastewater and misc. utilities; vehicle access & parking; pedestrian access; traffic impact analysis; grading and erosion control; and stormwater and construction management. The conditions of approval are discussed below, and further throughout this report, as presented in the December 4th, 2018 Sketch Plan approval letter from the Town addressing P17-200.

Condition #2: *The applicant shall design the sidewalks and street landscaping on the east side of South Glenwood to Snow King Avenue to meet the guidelines for pedestrian frontages in the Community Streets Plan and as noted in this staff report. This includes a 5' attached landscape strip with approved tree plantings properly spaced and 6' detached sidewalk.*

In accordance with drawing C4.0, a 6-ft wide detached sidewalk with 5-ft wide green space will be provided.

Condition #3: *The applicant shall either install a barrier/fence along the alley parking spaces OR shall revise the parking space dimensions so that they are at minimum 22 feet deep.*

Drawing C5.0, describing traffic circulation/vehicle movement, has been prepared to describe vehicle egress to the proposed apartment complex via. the S. Glenwood cul-de-sac, and egress via. the alley north to Snow King Avenue. In accordance with the Town Engineer, the applicant is planning for a vertical curb along the east side of the proposed parking lot, 20-ft parking spaces and 22-ft drive aisle.

In addition, curb and gutter is proposed on the west side of the alley to direct alley drainage to the detention area and providing an approximate 4-ft wide green strip between parking and the alley curb. The green strip will provide space for existing utilities including power poles and utility boxes. The original proposal containing parking bumpers is not preferred due to increased maintenance associated with snow-plowing operations.

The LDRs require parking spaces that are 22-ft deep where access is “directly” from an alley. The proposed development has a dedicated parking lot where cars do not turn “directly” from the alley to park; therefore, parking has been shown to meet the standard parking space length of 20-ft.

Although LDRs require a minimum 24-ft drive aisle, Town Planning sees this as minor change to the Sketch Plan and they are confident the site will function from a vehicle movement standpoint. A turning/parking analysis was completed and has been included as Exhibit A, in Appendix III of this report to support the Town’s recommendation.

Condition #5: *The applicant shall provide a Traffic Analysis & Vehicle movement plan consistent with Engineering Department's comments in the department reviews.*

A traffic analysis has been completed and is described in Section 2.4 of this report. The existing and forecasted post-development level of service demonstrates there is minimal impact to the level of service at Snow King intersection with Glenwood Street, Cache Street, and the alley between Glenwood and Cache Streets as a result of the S. Glenwood Apartments development.

Condition #7: *The applicant shall revise the site plan and floor plan to provide pedestrian access from the parking/garage area to the northwestern most unit on the ground level.*

In accordance with drawings submitted, the site and floor plan has been revised to provide pedestrian access from the parking/garage area to the northwest most unit on the ground level.

Condition #8: *The applicant shall pave the alley to the satisfaction of the Public Works department as stated in the department reviews.*

In accordance with drawing C1.1, the applicant is prepared to pave the remaining portion of the alley extending from the south boundary of Lot 7 to Snow King Avenue. The existing alley is 20-ft in width with existing pavement approximately 16-ft in width. New paving will be generally 18-ft in width (centered in the alley) in accordance with TOJ comments to “match the existing pavement limits.” In addition, curb and gutter is proposed along the east edge of the alley and adjacent to the proposed parking lot. The road section adjacent to the parking lot has been shifted to the east to accommodate a green space for existing above ground utilities (power poles and utility boxes); the road section here is only 17-ft in width and abuts the east alley boundary.

PROJECT SITE & DESCRIPTION

EXISTING SITE

The existing site consists of Lots 4, 5, 6 and 7 of BLK. 4, Karns 2nd Addition and addressed at 640 and 650 S. Glenwood Street. Each lot is roughly 40-ft by 150 ft (6,000 s.f.). Access to the lots is from S. Glenwood St. to the west and the gravel alley to the east. Existing utilities include an 8-inch dia. water main in S. Glenwood, gas in the east alley, stormwater drain at the southern end of the S. Glenwood cul-de-sac, and 8-inch dia. sewer main and wire utilities (power CATV, phone, internet, etc.) located on the south lot boundary of Lot 7. Lot 4 (northern-most lot) has an existing residence to be removed as a result of this development. The existing site is most accurately described on drawings C1.0, “Existing Site & Demo Plan.”

PROPOSED PROJECT

The South Glenwood Apartments (SGA) project includes a proposal for three attached buildings (modules/complexes), three-stories in height, comprised of a 20-unit (total) rental apartments constructed at addresses 640 and 650 S. Glenwood Street. The Owner will maintain leases on all units to be used for long-term workforce housing. Unit types include 4 (ea.) studios of 400 sq. ft, 2 (ea.) one-bedrooms of 575 sq. ft, 11 (ea.) two-bedrooms of 725-800 sq. ft, and 3 (ea.) three bedrooms of 975-1125 sq. ft. Parking will be provided at grade within garages and the proposed parking lot. Spaces are included for 32 cars; 29 intended for residence and 3 for visitors.

Additional details regarding construction management, vehicle access and parking, pedestrian access, utilities, and site improvements are provided within the subsections of this report.

1.0 UTILITIES

Sections below provide descriptions of existing and proposed utilities as they relate to the utility requirements for this development. Drawing C3.0, "Utility Plan," provides details for each utility improvement.

1.1 WATER SUPPLY

In accordance with drawings C3.0, the SGA project will tie into an existing 8" dia. water line within South Glenwood Avenue. The static water pressure in this location is approximately 63 psi per Town of Jackson Public Works. Modeling indicates that the existing fire hydrant on the west side of the cul-de-sac will yield an estimated 2,845 gpm at 20 psi residual pressure.

Domestic, fire, and irrigation demands were considered for sizing the water service to the SGA project. Calculations are provided in Appendix I of this report and described below.

Fire Flow: The estimated fire flow requirement to the SGA is 365 gpm and the recommended fire service line is a 6-inch diameter. Sprinkler flows were estimated in accordance with NFPA. Flow requirements for the adjacent hydrant were calculated based on Appendix B of the International Fire Code (IFC). A type V-A Structure of this size requires a fire flow of 2,250 gallons per minute for a duration of two hours. Water modeling indicates that under fire sprinkler demand, the adjacent public water system will see a 2 psi drop in pressure. The model also indicates that while under maximum projected fire sprinkler demand, the fire hydrant is capable of producing 2250 gpm at a residual pressure of 26.8 psi.

Domestic Flows: The domestic water demands, totaling 67 gpm, were estimated using fixture unit counts for the proposed SGA project. An additional 30 gpm will be required for irrigation, however, it is assumed that irrigation will not affect peak-hour domestic demands since either demand is unlikely to happen concurrently. The selected

domestic service, branching off the 6-inch fire service line exterior to the building, is 4-inch diameter. Drawing C3.0 describes the alignment and details for water service.

The water service and building fire and domestic water system will be constructed in accordance with the following:

- Domestic services will provide a dual check valve for backflow prevention, and fire sprinkler system and irrigation systems will provide reduced pressure principal back flow preventers in accordance with the IPC and TOJ requirements.
- Fire service line shall be installed in accordance with NFPA 13 and NFPA 24 to provide proper clearances, seismic requirements, flushing and hydro testing (IFC 901.4.1).
- Pitot water flow-test is required on all new fire sprinkler installation per NFPA 13R and NFPA 13 systems. Plans will not be approved by Town of Jackson Fire/EMS w/out certified test.

Note: The criteria above is also in the plans.

1.2 WASTEWATER DISPOSAL

There is an existing 8-inch PVC sewer main at the south lot boundary of Lot 7. In accordance with Sketch Plan comments, the applicant is prepared to provide a dedicated 15-ft wide utility (sewer) easement to the Town that will be submitted and recorded with the Town of Jackson and Teton County prior to Commercial Building Permit approval.

The existing 8-inch PVC sewer main at the south lot boundary of Lot 7 is preferred as the sewer connection point for the development. In accordance with drawing C3.0, "Utility Plan", the proposal includes construction of a 6-inch diameter PVC sewer main running in a north to south direction within the parking lot, 4-inch diameter PVC sewer services to each building (complexes "A", "B" and "C") and two manholes. The 6-inch diameter collector line will connect to the existing 8-inch main via manhole as shown in plan. The connecting manhole base will be poured in-place in order to limit disruption to the existing sewer main. Slopes for 4-inch and 6-inch sewer lines will be laid at 2% (minimum) and 1.2%, respectively. Cleanouts will be provided approximately five feet from the building foundation at each installed service and when required after 100 feet or 135° of accumulated bends.

Per the Wyoming DEQ, the maximum day wastewater generation for apartments is 120 gpd/bedroom for apartments, resulting in 4,440 gallons per day (gpd). Existing sewer flows from the existing one and two-bedroom residences (to be demolished) on Lot 4 total 430 gpm. Final wastewater contribution to the Town's sewer main, accounting for removal of residences on Lot 4, totals 4010 gpd. Applying a peaking factor of ten yields a peak hour wastewater generation of approximately 28 gpm. Based on existing pipe type, diameter and slope, the existing TOJ sewer infrastructure (8" dia. sewer main) will

have approximately 546 gpm of remaining capacity. Detailed calculations for wastewater estimates and capacity calculations have been provided in the Appendix II.

2.0 VEHICAL ACCESS & PARKING

Presented below are analysis and findings demonstrating the development is compliant with TOJ LDR's and the Teton County Fire Dept. A "Sign and Striping Plan" has been provided as drawing C5.0 to indicate drive lanes, traffic flow (ingress and egress) and signage.

2.1 VEHICAL ACCESS DESIGN

Drawing C5.0, and Exhibit B in Appendix III, describing traffic circulation/vehicle movement has been prepared to describe vehicle ingress to the proposed apartment complex via. the S. Glenwood cul-de-sac, and egress via. the alley north to Snow King Avenue. Access dimensions and turning radiuses are shown on drawing C4.0.

Turning movements, both ingress and egress, for the parking lot and parking spaces have been provided for review as Exhibit A in Appendix III. Turning movements were completed with a 19-ft long ASSHTO passenger car. The analysis indicates all parking lot and space access movements can be completed.

2.2 EMERGENCY ACCESS

In accordance with 2015 IFC 503.1.1, fire apparatus access is provided via. S. Glenwood with an existing 80-ft diameter turnaround at the City cul-de-sac. IFC 503.1.1 states the following:

"The fire apparatus access road shall extend to within 150 feet of all portions of the facility and all portions of the exterior walls of the first story of the building as measured by an approved route around the exterior of the building facility."

The distance measured from the apparatus access (S. Glenwood Ave.) to the furthest point on the building is 200 feet. IFC 503.1.1 authorizes the Fire Official to make exception to the 150 feet criteria for buildings with automatic fire sprinkler systems. The proposed apartment building will be sprinkled and the applicant is asking for an exception to IFC 503.1.1. from the Fire Official.

2.3 PARKING

In accordance with drawing C5.0, 20-ft parking spaces and a 22-ft drive aisle east of the apartment complex will be provided. Architectural drawings provided describe the quantity and locations of onsite parking.

2.4 TRAFFIC IMPACT ANALYSIS

2.4.1 PROPOSED PROJECT

The proposed project is a development of two properties on Glenwood Street, south of Snow King Avenue in the Town of Jackson. One property includes a detached single-family house, while the second property is currently vacant. The project will be a residential development with 20 apartments. The project will be located on the east side of the existing Cul-De-Sac at the southern terminus of Glenwood Street. The properties are both currently zoned as Neighborhood Medium Density-1 (NM-2).

2.4.2 IMPACT ASSESSMENT METHODOLOGY

In order to perform any traffic impact assessment, the general methodology is to compare the traffic levels in an existing state with those of a projected situation. The Institute of Traffic Engineers has provided data and methodology that can be used to determine the number of trips generated from a property dependent on the usage. The differential in trips generated between the pre- and post-development conditions can be considered to be the impact caused by the development. Traffic counts provided by the Wyoming Department of Transportation (WYDOT) and previous studies performed along the Snow King Avenue corridor will provide context for the volume of trips generated by the development. This preliminary traffic impact analysis will allow a general understanding of the traffic impacts due to the proposed development.

2.4.3 EXISTING TRIP GENERATION

The proposed project site currently contains one single family home and vacant land. For this trip generation analysis, the peak hour for Snow King Avenue will be analyzed for both the A.M. and P.M. hours. Trips added to the peak hours of the adjacent street would have the greatest impact on the level of service of nearby intersections. As shown in the summary table below, the existing use of the property generates 1 or 2 trips per day during the A.M. and P.M. peak hour, respectively.

A.M. PEAK HOUR TRIP GENERATION (ADJACENT STREET)

LAND USE	ITE LAND USE DESIGNATION CODE	GROSS SQ. FT. (1,000 SF)	UNITS	A.M. PEAK HOUR TRIP GENERATION RATE	TRIP GENERATION
SF DETACHED HOUSING	210		1	0.75	<u>0.75</u>
TOTAL					<u>1</u>

P.M. PEAK HOUR TRIP GENERATION (ADJACENT STREET)

LAND USE	ITE LAND USE DESIGNATION CODE	GROSS SQ. FT. (1,000 SF)	UNITS	P.M. PEAK HOUR TRIP GENERATION RATE	TRIP GENERATION
SF DETACHED HOUSING	210		1	1.01	<u>1.01</u>
TOTAL					<u>2</u>

SOURCE: TRIP GENERATION RATES TAKEN FROM
INSTITUTE OF TRANSPORTATION ENGINEERS (ITE) *TRIP GENERATION, 7TH
EDITION*

2.4.4 EXISTING TRAFFIC AND CIRCULATION

The proposed development on Glenwood Street is one block from roads of fairly high traffic density (Snow King Avenue Corridor). Snow King Avenue currently sees a relatively large volume of traffic, particularly during peak summer tourism season. The intersection of Glenwood and Snow King is controlled by a two-way stop sign, with Snow King Avenue being the major route and Glenwood being the stop-controlled route.

Traffic count data from 2006 can be found on the WYDOT website for many of the collectors and arterial streets in the Town of Jackson. This data can be used to contextualize the amount of traffic that this neighborhood currently experiences. As shown in the appendix, the average daily traffic (ADT) on Snow King Avenue between Millward and Cache Street is 4216 trips per day. Studies submitted to the Town of Jackson provided by Rendezvous Engineering and Felsburg Holt & Ullevig indicate Average Daily Traffic volumes of 5893 (August 2008) and 6100 (August

2011) respectively. Applying a typical design hour factor (K-Factor) to the given ADT yields a peak hour design volume of roughly 567 trips per hour (DHV). The majority of this traffic doesn't use Glenwood Street, but the data shows that the area surrounding the proposed development currently sees a relatively high volume of traffic.

The trips generated by the existing development are 1 to 2 trips during the peak hour of the adjacent street as indicated by the tables provided above.

2.4.5 PROPOSED TRIP GENERATION

The Development Plan for the subject property indicates a 20-unit apartment building with attached garages and outdoor parking. No other provisions for land use are proposed as part of the development, so the trip generation will simply be based on the number of apartment units. Similarly, to the existing trip generation for the property, the A.M. and P.M. peak hours of adjacent streets will be used to evaluate the impacts of the proposed development. The tables provided below show the anticipated trips generated by the proposed development during the A.M. and P.M. peak hours for the adjacent street.

PROPOSED A.M. PEAK HOUR TRIP GENERATION (ADJACENT STREET)

LAND USE	ITE LAND USE DESIGNATION CODE	GROSS SQ. FT. (1,000 SF)	UNITS	A.M. PEAK HOUR TRIP GENERATION RATE	TRIP GENERATION
APARTMENTS	220		20	0.51	<u>10.20</u>
TOTAL					11

PROPOSED P.M. PEAK HOUR TRIP GENERATION (ADJACENT STREET)

LAND USE	ITE LAND USE DESIGNATION CODE	GROSS SQ. FT. (1,000 SF)	UNITS	P.M. PEAK HOUR TRIP GENERATION RATE	TRIP GENERATION
APARTMENTS	220		20	0.62	<u>12.40</u>
TOTAL					13

SOURCE: TRIP GENERATION RATES TAKEN FROM INSTITUTE OF TRANSPORTATION ENGINEERS (ITE) *TRIP GENERATION*, 9TH EDITION

2.4.6 PROPOSED TRAFFIC CIRCULATION

A comparison of the existing and proposed conditions indicates an anticipated increase of 10 vehicle trips during the A.M. peak hour and an increase of 11 vehicle trips during the P.M. peak hour. Furthermore, ITE provides directional distribution data for trip generation. This data suggests that the trips will be 20% entering/80% exiting in the morning, and 63% entering/37% exiting during the evening peak.

The vehicular circulation at the development is designed to be one-way entry and exit. The vehicles arriving to the apartments will enter through a new curb cut on the east side of the existing Glenwood cul-de-sac. Vehicles exiting the site will leave through a one-way exit to the alley. All vehicles exiting the development will access Snow King Avenue via the alley between Glenwood and Cache Streets.

Applying the directional distribution to the proposed A.M. trip generation suggests that 8 to 9 vehicles will access Snow King Avenue through the existing alley during the A.M. peak. Since the intersection of the alley and Snow King is essentially a 3-way intersection with the alley being the minor road, there will be little to no impact to the existing traffic on Snow King Avenue.

The impacts to Snow King Avenue would be even less during the evening peak hour. The directional distribution suggests that 8 vehicle trips would be entering the development during the peak hour. The one-way entrance to the site mandates that these 8 trips would be sourced from the intersection of Glenwood and Snow King. Given that the ratio of additional trips to the design hourly volume is very small and turning movements from Snow King Avenue to Glenwood Street are nearly unrestricted in a two-way-stop controlled intersection it can also be assumed that this impact would be minimal.

Currently, there is one curb cut on Glenwood Street used for the existing residential entry and exit. There is also an existing curb cut on the east side of the Glenwood cul-de-sac which is used to access the vacant land of 650 S Glenwood Street. The development proposes to eliminate these curb cuts and replacing them with a single curb cut near the southeast side of the existing cul-de-sac. See Exhibit B in the appendix for illustration of the proposed traffic flow.

2.4.7 ALTERNATIVE MODES ANALYSIS

Since the proposed development is only a few blocks from START bus stops at the fair grounds and the Snow King Events center, it is anticipated that a portion of the trips generated by the development would be absorbed by public transit. The development is also within walking distance from the town square and bicycle access within the town of Jackson improves every year. With the requirement for constructing pedestrian access to connect to the existing pedestrian corridor, the argument for alternative modes gains strength.

No trip reduction was assumed due to the project's proximity to public transportation; the discussion is included to further illustrate the minimal impact of the development on neighborhood traffic, particularly during peak summer tourism season.

3.0 PEDESTRIAN ACCESS

Site design for pedestrian access has been provided to comply with TOJ comments stemming from the Sketch Plan submittal. Public sidewalks and disability parking spaces will be designed to meet ADA standards. In accordance with TOJ, sidewalks that cross-over proposed access drives will be designed and constructed to provide a consistent vertical alignment with sidewalk legs on either side driveway. Drawings C1.1 demonstrates plans for pedestrian corridors along S. Glenwood to Snow King Ave. and to and from the building and proposed parking.

Per TOJ, the proposed sidewalk running on the east side of S. Glenwood and north to Snow King Avenue has been provided to meet the guidelines for pedestrian frontages in the Community Streets Plan; this includes a 5-ft attached landscape strip and 6-ft detached sidewalk. The landscape strip will have tree plantings properly spaced in accordance with the landscaping plans.

4.0 GRADING & EROSION CONTROL

Drawing C4.0, "Grading and Erosion Control Plan" has been provided for review. The plan provides spot elevations and existing and proposed contours to describe existing and proposed site grading, drainage and storm detention. Erosion control devices, including detention areas and straw wattles, have been added to prevent off-site migration of storm water and sediment.

5.0 STORMWATER & SNOW MANAGEMENT

5.1 REQUIREMENTS FOR CONSTRUCTION

A requirement has been added to drawing C2.0, "Construction Phasing and Staging Plan", requiring the Contractor to maintain erosion control devices throughout construction and provide adequate onsite detention for stormwater.

5.2 STORMWATER DESIGN

The Town of Jackson LDRs require that the release rate of storm water from the post-development site does not exceed the pre-development runoff for the 1-year through 100-yr event. For this project, the 100-yr storm event, along with the rational and modified ration methods were used to determine the rate of runoff and volume of storm water detention. Supporting calculations can be found in Appendix IV of this report.

5.3 PRE- AND POST-DEVELOPMENT SITE RUNOFF

The pre- and post-development site runoff for the 100-year storm event was calculated as 0.32 cfs and 0.59 cfs, respectively. The resulting storage (pre-development – post-development) is 93 cu. ft. The proposed design calls for complete detainment of runoff from the parking lot and the alley entrance, where the post-development runoff volume from the proposed parking area (that will be detained on-site) is 58 cu. ft. The resulting storage volume per the LDR's is 35 cu. ft (98-58). Nelson's recommendation is to provide a factor of safety of 1.5, which would require a minimum of 53 cu. ft of onsite detention; proposed parking detention not included. Storm detention areas and volumes, which are far in excess of what is recommended, are provided on drawing C4.0.

5.4 PARKING LOT STORM WATER SYSTEM DESIGN

Stormwater management for the parking lot will include 30" dia. catch basins, 6" dia. storm pipe, 1500-gallon sand-oil separator and 384 square foot detention/infiltration bed. Storm collection and detention facilities were designed to accommodate the 100-yr event. The peak flow for the parking lot was estimated as 0.31 cfs (140 gpm). Per the proposed design, 6" dia. storm pipe laid at 1.5% results in a pipe that is 35% full at 140 gpm capacity. The sand-oil separator capacity was estimated at ten times (10 X) the peak flow (140 gpm), or roughly 1500 gallons. The detention and infiltration bed was sized to store and infiltrate 100-yr storms assuming a 10 minute per inch (mpi) infiltration rate; the size of the bed may change depending on results of a percolation test that will be performed prior to final design.

In accordance with DEQ, the design team and applicant are planning to obtain a UIC permit (for subsurface discharge) for the parking lot storm water management system.

5.5 SNOW MANAGEMENT

Proposed snow storage areas are described in detail on drawing C1.1. In accordance with the Town LDR's, the following is required:

A minimum site area representing 2.5% of the total required off-street parking and loading area, inclusive of aisles and access drives, shall be provided as the snow storage area.

In accordance with the proposed plan, the driveway and parking area is roughly 8,225 s.f. and 2100 s.f. (25% of parking area) of snow storage is provided.

6.0 CONSTRUCTION PHASING & STAGING

A construction phasing and staging plan has been prepared and included with the submittal as drawing C2.0. Pending there are not any unforeseen delays, the contractor is planning to commence with construction of the entire building (complex) starting in the Fall of 2019.

APPENDIX I – WATER SUPPLY CALCULATIONS

Summary of Fixtures

Apartment #	Bath	Kitchen Sink 1/2	Shower	Wash Sink	Water Closet (tank)	Dishwasher 1/2	Washing Machine
C101 (3-bed)		1	2	2	2	1	1
B101 (1-bed)		1	1	1	1	1	1
A101 (1-bed)		1	1	1	1	1	1
C201 (2-bed)		1	1	1	1	1	1
C202 (2-bed)	1	1	1	2	2	1	1
C203 (3-bed)	1	1	1	2	2	1	1
B201 (2-bed)		1	1	1	1	1	1
B202 (2-bed)	1	1	1	2	2	1	1
B203 (1-bed)		1	1	1	1	1	1
A201 (3-bed)		1	2	2	2	1	1
A202 (2-bed)	1	1	1	2	2	1	1
C301 (2-bed)		1	1	1	1	1	1
C302 (2-bed)	1	1	1	2	2	1	1
C303 (1-bed)		1	1	1	1	1	1
B301 (2-bed)		1	1	1	1	1	1
B302 (2-bed)	1	1	1	2	2	1	1
B303 (1-bed)		1	1	1	1	1	1
A301 (2-bed)		1	1	1	1	1	1
A302 (2-bed)	1	1	1	2	2	1	1
A303 (2-bed)		1	1	1	1	1	1
TOTALS:	7	20	22	29	29	20	20

Domestic Water Flows

Description of Improvements:

Total fixtures for 4 (ea.) studios of 400 sq. ft, 2 (ea.) one-bedrooms of 575 sq. ft, 11 (ea.) two-bedrooms of 725-800 sq. ft, and 3 (ea.) three bedrooms of 975-1125 sq. ft.

Estimating Domestic Max. Demand

*Calculations are based on methods outlined in the AWWA, "Sizing Water Service Lines and Meters" manual.

Domestic Water Demand for Facility Given Specified Fixtures Assume Average Residential Fixture Value (AWWA M2)

Fixture Type	Fixture Value Based on 35 psi at Meter Outlet	Number of Fixtures	Fixture Value
Bathtub	8	7	56
Combined Sink & Tray	3		0
Drinking Fountain (cooler)	1		0
Drinking Fountain (public)	2		0
Kitchen Sink (1/2" connection)	3	20	60
Kitchen Sink (3/4" connection)	7		0
Lavatory (3/8" connection)	2		0
Lavatory (1/2" connection)	4		0
Laundry Tray (1/2" connection)	3		0
Laundry Tray (3/4" connection)	7		0
Shower Head (shower only)	4	22	88
Service Sink (1/2" connection)	3		0
Service Sink (3/4" connection)	7		0
Urinal (pedestal flush valve)	35		0
Urinal (wall or stall)	12		0
Urinal (trough, 2-ft unit)	2		0
Wash Sink (each set of faucets)	4	29	116
Water Closet (flush valve)	35		0
Water Closet (tank type)	3	29	87
Dishwasher (1/2" connection)	5	20	100
Dishwasher (3/4" connection)	10		0
Washing Machine (1/2" connection)	5	20	100
Washing Machine (3/4" connection)	12		0
Washing Machine (1" connection)	25		0
Hose Connections 1/2" (wash down)	6		0
Hose Connections 3/4" (wash down)	10		0
Hose 1/2" (50ft length - wash down)	6		0
Hose 5/8" (50ft length - wash down)	9		0
Hose 3/4" (50ft length - wash down)	12		0
Irrigation	3		0
Total Fixture Units			607

Base on Fixture Count of 607, using the upper line in Fig. 4.4 for a apartments, the estimated Maximum Water Demand is 52 gpm. Assume irrigation will take place outside hours of normal domestic use (night) and will be less than 30 gpm. Based on fixture unit count per building (210) estimated flow is 30 gpm.

32

-sizing water service lines and meters

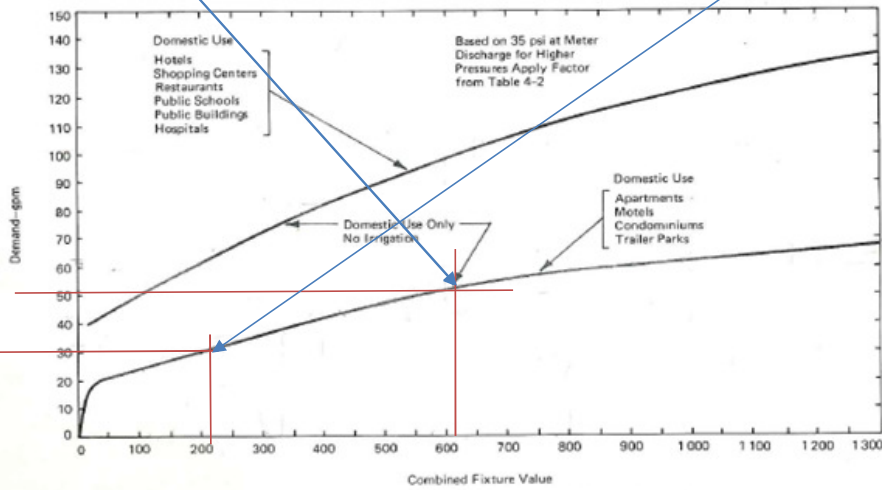


Fig. 4.4. Water-Flow Demand per Fixture Value—Low Range

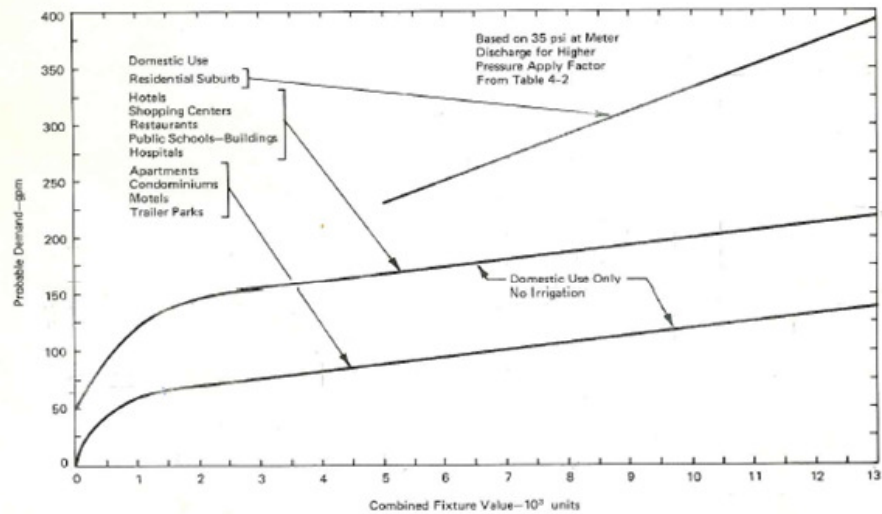


Fig. 4.5. Water-Flow Demand per Fixture Value—High Range

Calculate Demands Based on Estimated System Pressure

	<u>Appartment Complex</u>	<u>Per Complex/ Building</u>	
Est. Max. Demand	52	30	gpm
Pressures in South Glenwood	63	63	psi, from water CAD
Elevation at South Glenwood	6225	6225	ft
F.F. of Middle Floor	6240	6240	ft, Sfc Elev. + 1.5 floors (15ft)
Pressure at Top Floor	56.5	56.5	psi

Table 4.2 (for pressures other than 35 psi)

<u>Design Pressure</u>	<u>Factor</u>
20	0.74
30	0.92
35	1
40	1.07
50	1.22
60	1.34
70	1.46
80	1.57
90	1.68
100	1.78

For Pressures Deviating from 35 psi

	<u>Appartment Complex</u>	<u>Per Complex/ Building</u>	
Est. Pressure (psi)	56.5	56.5	psi
Max. Demand @ Est Pressure	67.69	39.05	gpm

South Glenwood Apartments
Water Service Sizing

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Pressure in Building @ Max. Demand

Pressure at Water Main 63 psi
Maximum Flow 67.69 gpm (per apartment complex)
Elevation Change from main to 3rd Story Building 32 ft

PIPE SEGMENT	LENGTH (FT)	FLOW RATE (GPM)	FLOW RATE (CFS)	Pipe O.D. (in)	Pipe Type	Pressure Rating (psi)	Inside Dia. (in)	Inside Dia. (ft)	Velocity (fps)
L1	80	67.7	0.151	6	DIP	-	6.00	0.500	0.768
L2	20	67.7	0.151	4	DIP	-	4.00	0.333	1.728

PIPE SEGMENT	Velocity Head (ft)	Ks-Factor	Ks/d	Kinematic Viscosity	Reynolds, Re	Minor Losses, hm (ft)	Friction Losses, hf (ft)	Total Losses (ft)	Friction Loss per L.F. (ft)
L1	0.009	0.000279	0.000558	1.92E-05	19962.0	0.00	0.04	0.04	0.0005
L2	0.046	0.000033	0.000098	1.92E-05	29943.0	11.34	0.07	11.41	0.0033
Total:								11.45	

Solver

	Set to Zero (Colebrook Eqn)	By Solving For (Friction Factor)
L1	0.00E+00	0.027
L2	-1.46E-08	0.024

Available Pressure at 3rd Story Building 44.2 psi

**PIPE SEGMENT L1
MINOR LOSSES (hm)**

Pipe Fittings	Number of Fittings	K-Value	Total	Total	Minor Loss (ft)
6" dia. 90 deg. Elbow	1	0.45	0.45	0.20	0.00
6" dia. Inlet		0.78	0	0.00	0.00
6" dia. Outlet		1	0	0.00	0.00
6" Gate Valve	1	0.12	0.12	0.01	0.00
6" Plug Valve		0.27	0	0.00	0.00
RPZ		12	0	0.00	0.00
6" dia. Tee (thru flow)	1	0.3	0.3	0.09	0.00
6" dia. Tee (thru branch)		0.9	0	0.00	0.00
Total:			0.3	0.3	0.00

**PIPE SEGMENT L2
MINOR LOSSES (hm)**

Pipe Fittings	Number of Fittings	K-Value	Total	Total	Minor Loss (ft)
4" dia. 90 deg. Elbow	3	0.34	1.02	0.35	0.02
4" dia. 45 deg. Bend	0	0.27	0	0.00	0.00
RPZ	1	12	12	144.00	6.68
2" Meter	1	10	10	100.00	4.64
4" dia. Tee (thru flo)	1	0.34	0.34	0.12	0.01
4" dia. Tee (thru branch)	0	1.02	0	0.00	0.00
4" dia. Gate Valve	2	0.14	0.28	0.04	0.00
Total:			244.5	244.5	11.34

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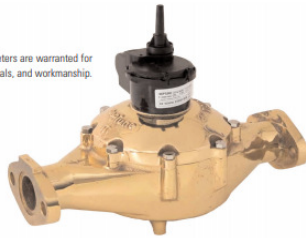


T-10 METER

SIZES: 1 1/2" and 2"



T-10 water meters are warranted for performance, materials, and workmanship.



Every T-10 water meter meets or exceeds the latest AWWA C700 Standard. Its nutating disc, positive displacement principle is time-proven for accuracy and dependability since 1892, ensuring maximum utility revenue.

CONSTRUCTION

The T-10 water meter consists of three major assemblies: a register, a no-lead high copper alloy maincase, and a nutating disc measuring chamber.

The T-10 meter is available with a variety of register types. For reading convenience, the register can be mounted in one of four positions on the meter.

The corrosion-resistant no-lead high copper alloy maincase will withstand most service conditions: internal water pressure, rough handling, and in-line piping stress.

The innovative floating chamber design of the nutating disc measuring element protects the chamber from frost damage while the unique chamber seal extends the low flow accuracy by sealing the chamber outlet port to the maincase outlet port. The nutating disc measuring element utilizes corrosion-resistant materials throughout and a thrust roller to minimize wear.

WARRANTY

Neptune provides a limited warranty with respect to its T-10 water meters for performance, materials and workmanship.

When desired, maintenance is easily accomplished either by replacement of major assemblies or individual components.

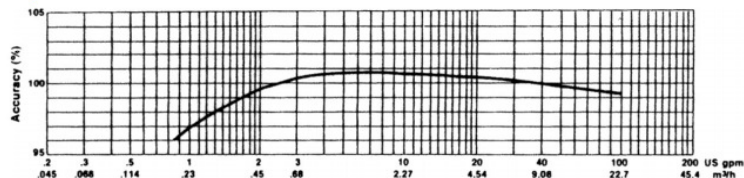
KEY FEATURES

- Register
 - Magnetic drive, low torque registration ensures accuracy
 - Impact-resistant register
 - High resolution, low flow leak detection
 - Bayonet style register mount allows in-line serviceability
 - Tamperproof seal pin deters theft
 - Date of manufacture, size, and model stamped on dial face
- No-Lead Maincase
 - Made from no-lead high copper alloy
 - ANSI/NSF 61 Certified
 - Lifetime guarantee
 - Resists internal pressure stresses and external damage
 - Handles in-line piping variations and stresses
 - No-lead high copper alloy provides residual value vs. plastic
 - Electrical grounding continuity
- Nutating Disc Measuring Chamber
 - Positive displacement
 - Widest effective flow range for maximum revenue
 - Proprietary polymer materials maximize long term accuracy
 - Floating chamber design is unaffected by meter position or in-line piping stresses

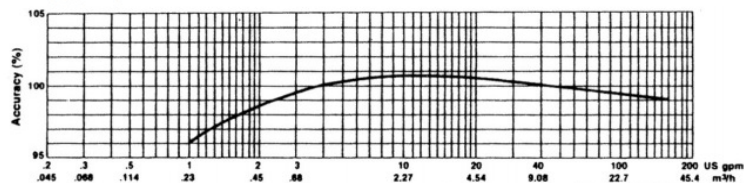
COMPATIBILITY

Adaptability to all present and future systems for flexibility is available only with Neptune's ARB® Utility Management Systems™.

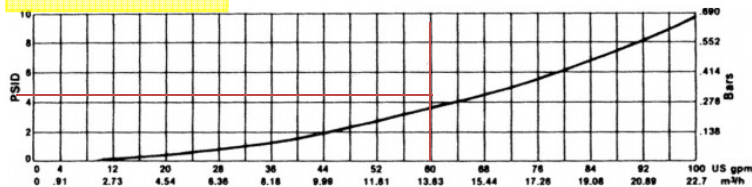
1 1/2" ACCURACY



2" ACCURACY



1 1/2" PRESSURE LOSS



South Glenwood Apartments
Fire Service Sizing

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Pipe & Flow Characteristics

Dynamic Pressure at Water	29	
Main		psi - (2250 gpm at adjacent fire hydrant in Glenwood)
Static Pressure	63	psi
Flow	362.3	gpm

PIPE SEGMENT	LENGTH (FT)	FLOW RATE (GPM)	FLOW RATE (CFS)	Pipe O.D. (in)
L1	80	362.3	0.807	6

PIPE SEGMENT	Velocity Head (ft)	Ks-Value	Ks/d	Kinematic Viscosity
L1	0.262	0.000279	0.000558	1.92E-05

Solver

	Set to Zero (Colebrook Eqn)	By Solving For (Friction Factor)
L1	-6.77E-07	0.020

PIPE SEGMENT L1
MINOR LOSSES (hm)

Pipe Fittings	Number of Fittings	K-Value	Total	Total
6" dia. 90 deg. Elbow	4	0.45	1.8	0.81
6" dia. Inlet		0.78	0	0.00
6" dia. Outlet		1	0	0.00
6" Gate Valve	2	0.12	0.24	0.03
6" Plug Valve		0.27	0	0.00
RPZ	1	7	7	49.00
6" dia. Tee (thru flow)		0.3	0	0.00

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Fire Spinkler Flows

Hazard Classification **Light Hazard Occupancies** per NFPA 13, Section 1-4.7.1 (page 58)
Building Area:

Minimum Flow for Hose Connection 250 gpm per NFPA 13, Table 11.2.3.1.2

Utilize Early Suppression Fast-Response Sprinklers (ESFR) per Section 4-4.6

Minimum Design Area 960 SF per NFPA 13
Actual Design Area 1123 SF - Light hazard

Required Flow

Required Density 0.1 gpm/sf per NFPA 13, Figure 11.2.3.1.1
Sprinkler Demand 131.0541 gpm (15-20% Overage)
Required Flow (sprinkler and hose) **362.3 gpm - 11.1.4.2**
Static Pressure at Fire Sprinklers 43.52 psi @ design height
Dynamic Pressure at Fire Flow 44.31 psi @ design height - includes 365 gpm fire sprinkler and 500 gpm fire hydrant demand

SOUTH GLENWOOD APARTMENTS
FIRE FLOWS - HYDRAULIC MODEL RESULTS

3/12/2019

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Summary of Hydraulic Model Results			
South Glenwood Apartments			
WaterCAD V8i - Town of Jackson 2013 model			
Glenwood Street Fire Flow			
Location	Total Demand	Residual Pressure	Junction Label
	<u>gpm</u>	<u>psi</u>	
Intersection of Snow King and Glenwood	12	44.8	J-112
Point of connection	365	29.0	POINT OF CONNECTION
Fire Hydrant North of Cul-De-Sac	2,250	26.8	J-347
South Glenwood Cul-De-Sac	3	26.7	J-172
*See Utility Plan for Hydrant and Connection Locations			

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APPENDIX II – WASTEWATER CALCULATIONS

SOUTH GLENWOOD APARTMENTS
SEWER DESIGN FLOWS

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BASED ON WYOMING DEQ DESIGN FLOW RATES IN CH. 11 TABLE

STRUCTURE	DESC.	QNTY	WW RATE	SOURCE	UNIT	WW FLOW
Existing (Demo)						
West Residence	Bedrooms	2	140	DEQ Chapt. 11	gpd/bed	280 gpd
East Residence	Bedrooms	1	150	DEQ Chapt. 11	gpd/bed	150 gpd
Proposed						
Studio Apartment (1-bed \ 4 units each)	Bedrooms	4	120	DEQ Chapt. 11	gpd/bed	480 gpd
Apartment (1-bed \ 2 units each)	Bedrooms	2	120	DEQ Chapt. 11	gpd/bed	240 gpd
Apartment (2-bed \ 11 units each)	Bedrooms	22	120	DEQ Chapt. 11	gpd/bed	2640 gpd
Apartment (3-bed \ 3 units each)	Bedrooms	9	120	DEQ Chapt. 11	gpd/bed	1080 gpd

TOTAL EXISTING WASTEWATER DEMAND	430 gpd
AVG FLOW	0.30 gpm

TOTAL WASTEWATER DEMAND (PROPOSED - EXISTING)	4010 gpd
AVG FLOW	2.78 gpm

PEAK FLOW	28 gpm
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SOUTH GLENWOOD APARTMENTS
SEWER SERVICE SIZING

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Max. WW Flows in Proposed 6-inch Sewer Collector

Upstream Manhole Inv. Elev. 6220.65 ft
Downstream Manhole Inv. Elev. 6218.75 ft
Distance Between Manholes 150 ft

Mannings Open Channel Pipe Calculations

Pipe Dia, ID	6	in
Flow, Q	28	gpm
Mannings Roughness (PVC), n	0.009	-
Pipe Slope, S	1.267%	%

Flow, Q	0.062	cfs
Pipe Dia, ID,	0.500	ft
Pipe Area, A	0.023	ft^2
Pipe Per, P	0.433	ft
Normal Depth, YN	0.088	ft
Theta	99.3	deg
Top Width, T	0.38	ft

Manning's Eqn	8.0324E-07	-
Theta	1.734	rad

Normal Depth, YN	1.06	in
Velocity	2.66	ft/s
% Full	11.9	%

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SOUTH GLENWOOD APARTMENTS
EXISTING MAIN - REMAINING CAPACITY ANALYSIS

3/12/2019
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Analysis for Wastewater Contribution to Existing Main

Upstream Manhole Inv. Elev. 6218.75 ft
Downstream Manhole Inv. Elev. 6218.51 ft
Distance Between Manholes 52 ft

Mannings Open Channel Pipe Calculations

Pipe Dia, ID	8	in
Flow, Q	28	gpm
Mannings Roughness (PVC), n	0.009	-
Pipe Slope, S	0.462%	%
Flow, Q	0.062	cfs
Pipe Dia, ID,	0.667	ft
Pipe Area, A	0.035	ft^2
Pipe Per, P	0.540	ft
Normal Depth, YN	0.104	ft
Theta	92.8	deg
Top Width, T	0.48	ft

Manning's Eqn	0.E+00	-
Theta	1.620	rad

Normal Depth, YN	1.24	in
Velocity	1.80	ft/s
% Full	9.9	%

Remaining Capacity of TOJ Sewer Main

Mannings Open Channel Pipe Calculations

Pipe Dia, ID	8	in
Flow, Q	574	gpm
Mannings Roughness (PVC), n	0.009	-
Pipe Slope, S	0.462%	%

Flow, Q	1.279	cfs
Pipe Dia, ID,	0.667	ft
Pipe Area, A	0.340	ft^2
Pipe Per, P	1.763	ft
Normal Depth, YN	0.626	ft
Theta	303.1	deg
Top Width, T	0.32	ft

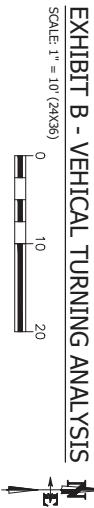
Manning's Eqn	1E-06	-
Theta	5.290	rad

Normal Depth, YN	7.52	in
Velocity	3.76	ft/s
% Full	97.5	%

PEAK FLOW PROPOSED DEV. 27.8 GPM
REMAINING CAPACITY 546.2 GPM

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APPENDIX III – VEHICAL TURNING ANALYSIS



REGISTRATION BASE CAMP LLC CO OWNER, ASSOCIATES LLC VIRGINIA, STATE 100 203.277.2290 CLIENT BASE CAMP LLC CO OWNER, ASSOCIATES LLC VIRGINIA, STATE 100 203.277.2290 ARCHITECT MERIDE ARCHITECTS, INC. 302 CONSUMERS FLOOR 6 10000 WILSON BLVD 917.897.0895 LANDSCAPE ARCHITECT 1100 WILSON BLVD JACKSON, WV 26001	CIVIL/STRUCTURAL ENGINEER NELSON ENGINEERING JACKSON, WV 26001 1599 907.732.6249
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MERGE ARCHITECTS INC

SOUTH GLENWOOD APARTMENTS

640-650 SOUTH GLENWOOD ST
JACKSON, WY 83001

01/17/19 DEVELOPMENT PLAN

THE CONTRACTOR IS RESPONSIBLE FOR MATERIALS, DETAILS AND ACCURACY, FOR ALL QUANTITIES AND DIMENSIONS, FOR SELECTING FABRICATION PROCESSES, FOR TECHNIQUES OF ASSEMBLY, FOR PERFORMING WORK IN A SAFE MANNER, AND FOR COORDINATING WORK WITH THAT OF ALL TRADES.

JOB NO.: A/E: 17261 / 17-296-02

SCALE:	AS INDICATED
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DATE:	3/1/19
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DRAFTING TITLE

VEHICLE TURNING ANALYSIS

SHEET NO.

NELSON
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PO Box 15569 • 430 South Cedar St | Jackson, WY 83001
Jackson 307.733.2087 | Buffalo 307.664.7029

EXHIBIT A

REGISTRATION	
CIENT BASIS CAMP LLC CO OWNER & ASSOCIATES LLC 10000 N. 10TH ST. SUITE 100 WESTPORT, UT 84090 201.227.2290	
ARCHITECT MERGE ARCHITECTS INC. 10000 N. 10TH ST. SUITE 100 300 CONSUMER ST. FLOOR 6 WESTPORT, UT 84090 417.470.0085	
LANDSCAPE ARCHITECT LANDSCAPE ARCHITECT, SUITE 100 10000 N. 10TH ST. SUITE 100 PO BOX 5974 JACKSON, WY 83001 307.414.1686	
CIVIL/STRUCTURAL ENGINEER NELSON ENGINEERING 10000 N. 10TH ST. SUITE 100 JACKSON, WY 83001 307.733.0067	
EX. B	
TRAFFIC MOVEMENTS	
DRAWING TITLE	
DATE: 3/1/19	
SCALE: AS INDICATED	
JOB NO.: A/E: 17261 / 17-296-02	
THE CONTRACTOR IS RESPONSIBLE FOR MATERIALS, DETAILS AND ACCURACY, FOR ALL QUANTITIES AND DIMENSIONS, FOR SELECTING AND PROVIDING THE APPROPRIATE TECHNIQUES OF ASSEMBLY, FOR PERFORMING WORK IN A SAFE MANNER, AND FOR COORDINATING WORK WITH THAT OF ALL TRADES	
01/17/19 DEVELOPMENT PLAN	

APPENDIX IV – STORMWATER RUNOFF

SOUTH GLENWOOD APARTMENTS STORMWATER RUNOFF CALC'S - ENTIRE SITE

17-296-02
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PRE-DEVELOPMENT

ROOF CALCULATIONS

ROOF AREA (FT^2)=	1894	Total Site Area (s.f.)	26866
C-VALUE =	0.9		
S =	58%		
L (ft) =	50		
tc (min) =	0.66	tc = 1.8(1.1 - C)L^0.5/S^0.3333, (Corps of Eng. Eqn.)	

DRIVEWAY CALCULATIONS

DRIVEWAY AREA (FT^2)=	4606		
C-VALUE =	0.9		
S =	3%		
L (ft) =	105		
tc (min) =	2.60	tc = 1.8(1.1 - C)L^0.5/S^0.3333, (Corps of Eng. Eqn.)	

LANDSCAPING CALCULATIONS

LANDSCAPING AREA (FT^2)	20366		
C-VALUE =	0.3		
S =	2%		
L (ft) =	210		
tc (min) =	15.63	tc = 1.8(1.1 - C)L^0.5/S^0.3333, (Corps of Eng. Eqn.)	

Total Time of Conc., Tc = 15.63 min (landscaping)
Composite Cc = 0.45
Total Area, At = 26866 ft^2

TABLE 4920.B JACKSON IDF* CURVE DATA - 100-YR STORM	
DURATION, Td (min)	INTENSITY, I (in/hr)
5	1.8
10	1.42
15	1.19
20	1.05
30	0.83
40	0.67
50	0.57
60	0.51
70	0.47
80	0.43
90	0.4
100	0.37
110	0.35
120	0.35

Intensity (from table above) 1.17 in/hr
Initial Flow Rate, Qi (cfs) = 0.32 cfs at tc= 15.63 min

$$Q_i = C_c * I * A_t / (43200)$$

where,
 Composite Cc = 0.45
 Intensity, I = 1.17 in/hr at Td = 15.63 min
 Total Area, At = 26866 ft^2

SOUTH GLENWOOD APARTMENTS STORMWATER RUNOFF CALC'S - ENTIRE SITE

17-296-02
3/13/2019
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POST-DEVELOPMENT

ROOF CALCULATIONS

ROOF AREA (FT^2)	8183	
C-VALUE =	0.9	
S =	25%	
L (ft) =	100	
tc (min) =	1.23	$tc = 1.8(1.1 - C)L^{.5}/S^{.3333}$, (Corps of Eng. Eqn.)

HARDSCAPES & DRIVEWAY CALCULATIONS

DRIVEWAY AREA (FT^2)	11638	
C-VALUE =	0.9	
S =	5%	
L (ft) =	80	
tc (min) =	1.88	$tc = 1.8(1.1 - C)L^{.5}/S^{.3333}$, (Corps of Eng. Eqn.)

LAWN CALCULATIONS

LAWN AREA (FT^2)	7045	
C-VALUE =	0.3	
S =	2%	
L (ft) =	150	
tc (min) =	13.30	$tc = 1.8(1.1 - C)L^{.5}/S^{.3333}$, (Corps of Eng. Eqn.)

Total Time of Conc., Tc =	13.30	min (landscaping @ north of proposed building)
Composite Cc =	0.74	
Total Area, At =	26866	ft^2

TABLE 4920.B JACKSON IDF* CURVE DATA - 100-YR STORM	
DURATION, Td (min)	INTENSITY, I (in/hr)
5	1.8
10	1.42
15	1.19
20	1.05
30	0.83
40	0.67
50	0.57
60	0.51
70	0.47
80	0.43
90	0.4
100	0.37
110	0.35
120	0.35

SOUTH GLENWOOD APARTMENTS
STORMWATER RUNOFF CALC'S - PARKING AREA

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Intensity (from table above) 1.27 in/hr
Final Flow Rate, Q_f (cfs) = 0.59 cfs at $t_c = 13.30$ min

$$Q_f = C_c * I * A_t / (43200)$$

where,

Composite C_c = 0.74

Intensity, I = 1.27 in/hr at $T_d = 13.30$ min
Total Area, A_t = 26866

Post and Pre-Development Diff = 0.26 cfs 117 gpm

Calculate Required Storage (V_d)

EQUATIONS:

$$Q_d = C_c * I * A_t / (43200)$$
$$V_d = (Q_d - Q_i) * ((Q_d - Q_i) / Q_f * T_d) * 60$$

Where,

Composite C_c = 0.74
Intensity, I = 1.27 in/hr
Total Area, A_t = 26866 ft²
Final Flow Rate, Q_d (cfs) = 0.59 cfs at $t_c = 13.30$ min
Initial Flow Rate, Q_i (cfs) = 0.32 cfs at $t_c = 15.63$ min
Duration, T_d = 13.30 (min)

Storage Volume = 93.0 ft³
Dry Bottom Basins and Subsurface Detention

Note: Proposed parking area will be fully detained per calculations below so actual required detentions will be 35 cu. ft. Suggestion is to apply a factor of safety of 1.5 resulting in a minimum required onsite detention of 53 cu. ft.

SOUTH GLENWOOD APARTMENTS

STORMWATER RUNOFF CALC'S - ENTIRE SITE

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Parking Area Stormwater Design

Design Flow and Storage for Sand/Oil Sep. and Detention/Infiltration

HARDSCAPES & DRIVEWAY CALCULATIONS

DRIVEWAY AREA (FT^2)	7328	
C-VALUE =	0.9	
S =	4%	
L (ft) =	90	
tc (min) =	2.17	tc = 1.8(1.1 - C)L^0.5/S^0.3333, (Corps of Eng. Eqn.)

Total Time of Conc., Tc =	2.17	min (landscaping @ north of proposed building)
Composite Cc =	0.90	
Total Area, At =	7328	ft^2

TABLE 4920.B JACKSON IDF* CURVE DATA - 100-YR STORM	
DURATION, T _d (min)	INTENSITY, I (in/hr)
5	1.8
10	1.42
15	1.19
20	1.05
30	0.83
40	0.67
50	0.57
60	0.51
70	0.47
80	0.43
90	0.4
100	0.37
110	0.35
120	0.35

Intensity (from table above)	2.01	in/hr	
Final Flow Rate, Q_f (cfs) =	0.31	cfs at tc = 2.2 min	138.1 gpm
Minimum Sand/Oil Separate Size	1380.6	gal (10 x influent flow rate)	
Sand/Oil Separate Size	1500	gal	

SOUTH GLENWOOD APARTMENTS
STORM SEWER SIZING

3/13/2019
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18-296-02

Max. WW Flows in Proposed 6-inch Sewer Collector

Mannings Open Channel Pipe Calculations

Pipe Dia, ID	6	in
Flow, Q	138	gpm
Mannings Roughness (PVC), n	0.009	-
Pipe Slope, S	1.500%	%

Flow, Q	0.308	cfs
Pipe Dia, ID,	0.500	ft
Pipe Area, A	0.069	ft^2
Pipe Per, P	0.666	ft
Normal Depth, YN	0.191	ft
Theta	152.6	deg
Top Width, T	0.49	ft

Manning's Eqn	7.8412E-07	-
Theta	2.664	rad

Normal Depth, YN	2.29	in
Velocity	4.47	ft/s
% Full	35.1	%

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**SOUTH GLENWOOD APARTMENTS
STORMWATER RUNOFF CALC'S - PARKING AREA**

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Parking Lot Subsurface Detention/Infiltration Design

(1) DURATION, T _d (min)	(2) INTENSITY, I (in/hr)	(3) Post Development Flow Rate, Q _f (cfs)	(4) Post Development Volume of Runoff, V _f (ft ³)	(5) Volume Infiltrated by Perc. Bed over Storm Duration, V _{inf} (ft ³)	(6) Total Volume Storage + Infiltration Ability V _T (ft ³)	(7) Volume Not Detained (V _T -V _f in ft ³)	(8) Storage Volume Factor of Safety
5	3	0.46	137	19.7	273.1	All Stored	1.99
10	2.33	0.36	213	39.3	292.8	All Stored	1.37
15	1.9	0.29	261	59.0	312.4	All Stored	1.20
20	1.65	0.25	302	78.7	332.1	All Stored	1.10
30	1.3	0.20	357	118.0	371.4	All Stored	1.04
40	1.08	0.16	396	157.3	410.8	All Stored	1.04
50	0.95	0.15	435	196.7	450.1	All Stored	1.03
60	0.82	0.13	451	236.0	489.4	All Stored	1.09
70	0.74	0.11	474	275.3	528.8	All Stored	1.11
80	0.65	0.10	476	314.7	568.1	All Stored	1.19
90	0.61	0.09	503	354.0	607.4	All Stored	1.21
100	0.56	0.09	513	393.3	646.8	All Stored	1.26
110	0.52	0.08	524	432.7	686.1	All Stored	1.31
120	0.48	0.07	528	472.0	725.4	All Stored	1.37

Equations (Note: Some parameters are provided below under "Detention Basin Storage Volume.")

Column 1	Same as TABLE 4920.B
Column 2	Same as TABLE 4920.B
Column 3	$Q_f = C_i \cdot I \cdot A_d / (43200)$
Column 4	$V_f = Q_f \cdot T_d \cdot 60$
Column 5	$V_{inf} = A_e \cdot P_r \cdot T_d$ (see below for A _e & P _r)
Column 6	$V_T = V_B + V_{inf}$

Perc. Bed Sizing

Perc Bed Area	384	ft, 12' x 32' bed
Perc Bed Depth	1	ft
Storage Volume	253	cu. ft - assume (conservatively) 8" void space throughout infiltration bed
Perc. Bed Effective Area (include side wall), A _e	472	ft ² (Note: Effective wall depth is assumed to be 12")
Perc Rate	10	min./inch - assume topsoil and loess will be removed to native pitrun
Perc Rate, P _r	0.0083	ft/min
Infiltration Rate for given Basin Area	0.066	cfs

Tyler Valentine
Senior Planner
Town of Jackson
P.O. Box 1687
Jackson, WY 83001

Re: Development Plan for 640-650 South Glenwood Street, Feedback Responses

July 3, 2019

Dear Tyler,

We have included responses to your questions from June 13th on the pages that follow. Please let us know if these answers provide sufficient information to proceed.

Best,

A handwritten signature in black ink, appearing to be 'Elizabeth Whittaker', with a stylized, flowing script.

Elizabeth Whittaker, AIA
MERGE Architects, Principal
beth@mergearchitects.com
617 670 0265

Question #1

From Tyler Valentine, Senior Planner for Town of Jackson:

I think Public Works may have issue with the proposed curb that is within the Town's alley. The only encroachments into a Town alley I am aware of are those that are above finished grade (typically balconies) with a minimum clearance for Town maintenance vehicles. It wouldn't hurt give Brian Lenz (Town Engineer) a call to verify this. 307-733-3079 x1412.

Response #1

From Josh Kilpatrick, PE at Nelson Engineering:

The curb in the alley was Brian Lenz's idea for conveyance of stormwater. The reason for the encroachment (2'-6") into the Town's alley is due to existing power and telephone utilities (pole and teleped).

Questions #2 & 3

From Andy Erskine, Parks Manager at Teton County / Jackson Parks & Recreation Department:

Civil drawings show detached sidewalk along the entire project, Landscape drawings show sidewalk shifting from detached to attached around the two existing spruce trees to be left on the property. Request clarification on sidewalk design.

After sight inspection it would be staff's recommendation that the two existing spruce trees be removed and sidewalk remain detached throughout. The spruce to the south is in fair/good condition and appears to be a "border" tree between the ROW and lot line. Both trees have the potential to see significant root impact with sidewalk construction/grading work and compaction potential during construction. It is staff's experience, that over the long term, large spruces near ROW's that have undergone construction or had sidewalks relocated in order to keep the existing tree end up declining and become hazards. The spruce on the SE corner of the Coal Depot development on Cache and Kelly is a good example. It was left during construction and is now seeing the top half die off and will have to be removed by the owner.

Responses #2 & 3

From R. Jason Sinder, PLA. Principal at Agrostis, Inc.:

We are fine with the idea of removing the spruce trees and having the sidewalk be detached for the entire length of property frontage. However, we were proposing to take credit for these trees in our plant unit tabulation per TOJ LDR Section 5.5.3.E.1. Since the town is recommending removal of the trees, we would propose to keep the remaining proposed planting plan unchanged, as we feel we are proposing adequate landscaping throughout the site.

Question #4

From Andy Erskine, Parks Manager at Teton County / Jackson Parks & Recreation Department:

Request clarification with respect to whose responsibility it will be to clear the sidewalk in the winter.

Precedent and Town ordinance says the property owner but would request any information that may be in the LDR's other than the "clear sidewalk" language for pedestrian use.

Response #4

From Elizabeth Whittaker, AIA. Principal of Merge Architects, Inc.:

The property owner will be responsible for clearing the sidewalk in the winter, per TOJ's ordinances.

Question #5

From Andy Erskine, Parks Manager at Teton County / Jackson Parks & Recreation Department:

Staff discussed briefly in the DRT meeting the sidewalk and planter strip connecting the development with Snow King Avenue. It would be the recommendation of staff that no irrigation be placed in that curb strip and the same native mix used by the developer be planted in the fall. Care of the native planter strip will be that of P&R. Staff will budget to clear that section of sidewalk in the winter.

Response #5

From R. Jason Sinder, PLA. Principal at Agrostis, Inc.:

Since we will be providing irrigation to the trees in the planter strip, I think we should irrigate our native grass in that strip along our property frontage. We also would ideally be planting native grass sod, not seed, which would require irrigation. If the town does not want to irrigate the planting strip from the north property boundary, north to Snow King, they will need to revegetate with a native grass mix appropriate for "dry land" reclamation, which may not match the species mix of the sod used.

Question #6

From Andy Erskine, Parks Manager at Teton County / Jackson Parks & Recreation Department:

Landscape plan doesn't identify the method of tree planting: planter box, mulched (buffer) area, no mulch. Also does not show native area extending beyond property line in planter strip. At the time of Development Plan submittal staff ask these areas be clarified. Planting list looks fine.

Response #6

From R. Jason Sinder, PLA. Principal at Agrostis, Inc.:

All trees and shrubs are proposed to be planted and then have the native grass cover all bare soil to the base of each trunk or stem. No mulch is proposed, as the native grass will not be maintained through regular mowing. For graphic clarity, we did not render the native grass in the planter strip along the property frontage, as we are not allowed to count that toward our required LSR; however, it is our intention to revegetate that similarly to the rest of the site – please refer to the reply to #5 above.

Tyler Valentine

From: Andrew Erskine <aerskine@tetoncountywy.gov>
Sent: Wednesday, July 03, 2019 9:33 AM
To: Tyler Valentine
Subject: Re: 640 & 650 S Glenwood - Development Plan

Tyler,
Comments are all acceptable with exception of #5. They are recommending irrigation along the planter strip to the north or the Town be responsible for revegetate of that strip. If irrigation is to go in along that strip I would request the contractor that does the install be responsible of blowout and charge up of that section for the first year. Typically P&R works that into our contracts for new irrigation installs or get some type warranty for the first year before we take over the system. Since they are doing native sod it would look more consistent to have that run the entire length to Snow King Ave and we can take over that section of irrigation after the first blowout and charge up. Other than that the responses are acceptable. Let me know if you need further information from me. Thanks.

Andy Erskine, CPSI
Parks Manager, Teton County/Jackson Parks & Recreation Department
300 W Snow King Avenue
PO Box 811
Jackson, WY 83001
Office: 307-732-5793



From: Tyler Valentine <tvalentine@jacksonwy.gov>
Sent: Wednesday, July 3, 2019 9:09:10 AM
To: Andrew Erskine
Subject: 640 & 650 S Glenwood - Development Plan

Andy, the applicant had provided a response to your initial comments for Planning item P19-137 & 138.

TYLER VALENTINE
SENIOR PLANNER
TOWN OF JACKSON
P.O. Box 1687
JACKSON, WYOMING 83001

(P) (307)733-0440
(F) (307)734-3563
TVALENTINE@JACKSONWY.GOV
WWW.TOWNOFJACKSON.COM

Tyler Valentine
Senior Planner
Town of Jackson
P.O. Box 1687
Jackson, WY 83001

Re: Development Plan for 640-650 South Glenwood Street, Feedback Responses

July 26, 2019

Dear Tyler,

We have included responses to your questions from July 10th on the pages that follow. Please let us know if these answers provide sufficient information to proceed.

Best,

A handwritten signature in black ink, appearing to be 'Elizabeth Whittaker', with a stylized, flowing script.

Elizabeth Whittaker, AIA
MERGE Architects, Principal
beth@mergearchitects.com
617 670 0265

From Tyler Valentine, Senior Planner for Town of Jackson
Email titled “FW: 640 & 650 S Glenwood - Development Plan,” July 10:

Question #5

From Andy Erskine, Parks Manager at Teton County / Jackson Parks & Recreation Department:
Staff discussed briefly in the DRT meeting the sidewalk and planter strip connecting the development with Snow King Avenue. It would be the recommendation of staff that no irrigation be placed in that curb strip and the same native mix used by the developer be planted in the fall. Care of the native planter strip will be that of P&R. Staff will budget to clear that section of sidewalk in the winter.

Applicant Response

From R. Jason Sinder, PLA. Principal at Agrostis, Inc.:
Since we will be providing irrigation to the trees in the planter strip, I think we should irrigate our native grass in that strip along our property frontage. We also would ideally be planting native grass sod, not seed, which would require irrigation. If the town does not want to irrigate the planting strip from the north property boundary, north to Snow King, they will need to revegetate with a native grass mix appropriate for “dry land” reclamation, which may not match the species mix of the sod used.

Town's Reply

From Andy Erskine, Parks Manager at Teton County / Jackson Parks & Recreation Department:
They are recommending irrigation along the planter strip to the north or the Town be responsible for revegetate of that strip. If irrigation is to go along that strip I would request the contractor that does the install be responsible of blowout and charge up of that section for the first year. Typically P&R works that into our contracts for new irrigation installs or get some type of warranty for the first year before we take over the system. Since they are doing native sod it would look more consistent to have that run the entire length to Snow King Ave and we can take over that section of irrigation after the first blowout and charge up. Other than that the responses are acceptable.

Applicant Response

From Elizabeth Whittaker, AIA. Principal of Merge Architects, Inc:
The Client can coordinate the blowout and charge up of the irrigation in the first year.

From Tyler Valentine, Senior Planner for Town of Jackson
Email titled “DRC Comments,” July 10:

Town Feedback

Comments from DRC to address:

- Consider covering the building entryways
- Consider the location and amount of bicycle storage/racks
- Consider board formed concrete at the base of the building over CMU
- The applicant to consider how the landscaping in front of the building will ‘socialize’ the area (maybe adding benches as well) so it can be commonly used amongst the residents

Applicant Response

From Elizabeth Whittaker, AIA. Principal of Merge Architects, Inc:

- Covering the Building Entryways
 - In the current design the roof provides cover at the rear entries to the building. The team is open to extending the roof at the front entries to provide cover at those locations as well.
- Bike Storage / Racks: Quantity & Location
 - We will work with the Teton County/TOJ Pathways Department to provide adequate bike parking by supplementing the current long-term bike parking with approved short-term bike racks adjacent to the building's front entries.
- Board Formed Concrete Base
 - The applicant would prefer a board-formed concrete base to the proposed CMU. The applicant will proceed with this as the intent.
- Front Yard Landscaping
 - The intent of the front-facing balconies, entrance courtyards, and bike racks is to activate the front yard. The applicant will include benches within the entry courtyards to supplement these efforts.

From Tyler Valentine, Senior Planner for Town of Jackson
Email titled "Comments from Pathways," July 10:

Town Feedback

P19-137, 138 - 640 & 650 S. Glenwood DEV
Comments from Teton County/TOJ Pathways Department
Status: Approved with Conditions

- Bicycle Parking
 - Bike racks shall not be co-located with the dumpster. Bike parking areas need to be located so that they are convenient to the destinations/entries they serve, i.e. near the front door, not out back with the trash.
 - Please include a detail (or details) for the rack style. Single inverted-u racks (either individually mounted or mounted on rails) are the standard design. "Wave," "ribbon," and "toaster" style racks shall not be used.
 - Given the location, type of use, and parking plan of the proposed development, staff expects that there will be a high demand for bicycle parking. Staff recommends that at least 14 bike parking spaces be provided, matching the number of non-enclosed car parking spaces.
 - Staff supports credits for bike parking towards the development's overall parking requirement.
 - The bike parking should ideally be a mix of short-term (for visitors) and long-term (for residents).
 - Short-term parking (for visitors or guests parking for a few hours or less): the recommended style for short-term bike parking is one or more "single inverted-U" racks. "Wave," "ribbon," and "toaster" style racks shall not be used. The best location for a rack

area is immediately adjacent to the entrance it serves. Bike parking should be hardscaped and should not obstruct pedestrian flow.

- Long-term parking (for employees/residents parking for more than a few hours—i.e. all-day or overnight): the recommendations for long-term parking include providing a secure, well-lit, covered area with racks or lockers that will protect bikes from rain, snow and other elements and deter bike theft. The area does not have to be immediately adjacent to the access door for the business or residence, but should be located in a secure or monitored location or in a locked enclosure. For this application, staff feels that the garage units will provide sufficient long-term bike storage, so no other measures are needed.
- The bike parking should be constructed on a concrete pad. A grass surface will quickly deteriorate into mud from foot traffic during wet seasons and will be difficult to keep clear of snow. Also a concrete surface will provide a more secure mounting surface for the racks and will discourage theft.
- Rack type and storage locations should be shown on site plans.
- Staff supports including the bike parking towards the landscape surfacing requirement so that switching from grass to hardscape for the bike parking does not detract from the applicant's landscape requirements. Conversion of a car parking spot to bike parking would also be supported.
- Jackson Hole Community Pathways will be happy to provide additional background information and guidance on site selection, layout, rack selection, and rack installation.
- **Parked/Idling Vehicles**
 - Vehicles idling near entrances and in common parking areas are a common problem. In 2010, the Town of Jackson adopted a resolution to reduce unnecessary vehicle idling. The Town actively seeks opportunities to partner with developers to increase awareness of and discourage unnecessary vehicle idling. The applicant is encouraged to work with the Town of Jackson and the Pathways department to install "No Idling" signs (provided by the Town of Jackson) at locations throughout the parking areas.

Applicant Response

From Elizabeth Whittaker, AIA. Principal of Merge Architects, Inc:

- **Bikes**
 - The long term bike storage is located within a room that is adjacent to the room for the dumpster. (Bike storage is not located within the same room as the dumpster.)
 - The intent of this is to reduce the number of accessory buildings on site, and to give both a dignified architectural character.
 - It is entered from the West, while the dumpster room is entered from the South.
 - It is secure, lit and on a concrete pad.
 - It is intended for building residents who do not have access to the interior garage space.
 - Short term racks will be inverted U style. We will place four racks at the northwest entry and two at the southwest entry (for a total of 12 bikes)
- **No Idling**
 - The applicant is willing to install "No Idling signs," as appropriate.

Tyler Valentine
Senior Planner
Town of Jackson
P.O. Box 1687
Jackson, WY 83001

Re: Development Plan for 640-650 South Glenwood Street, Addendum

August 2, 2019

Dear Tyler,

We have put together the following addendum to clarify the Planning Department's questions related to off-site improvements & the dimensions of the parking spaces on site. These responses clarify and/or supercede the original information included in our Development Plan (we have used the same numbers as that submission and bolded the portions that have been meaningfully revised, for clarity).

Please let us know if you have any further questions.

Best,

A handwritten signature in black ink, appearing to read 'Beth', with a stylized, looping flourish at the end.

Elizabeth Whittaker, AIA
MERGE Architects, Principal
beth@mergearchitects.com
617 670 0265

Conditions of Approval

2. *The applicant shall design the sidewalks and street landscaping on the east side of South Glenwood to Snow King Avenue to meet the guidelines for pedestrian frontages in the Community Streets Plan and as noted in this staff report. This includes a 5' attached landscape strip with approved tree plantings properly spaced and 6' detached sidewalk.*

The response to this condition has been grouped with the response to Condition #8. See below.

3. *The applicant shall either install a barrier/fence along the alley parking spaces OR shall revise the parking space dimensions so that they are at minimum 22 feet deep.*

After follow-up conversations with the Town, **the applicant is showing 22' foot deep spaces with a continuous vertical curb 2' from the end of the space (20' of space before the curb, 2' after).** This was requested in lieu of individual curb stops, which staff felt would get displaced over time by plows or cars.

Because PUDs allow flexible development standards and the approved Sketch Plan was conceptual in nature, the applicant is proposing a 22' wide drive aisle as part of this Development Plan. The Engineer's Report—see "2.0 Vehicle Access & Parking" and "Appendix III"—supports the legitimacy of this approach and illustrates that there is ample room for vehicular movement.

8. *The applicant shall pave the alley to the satisfaction of the Public Works department as stated in the department reviews.*

Please see drawing L1.1 which elaborates the landscape scope of this condition and drawing C1.1 which elaborates the sidewalk & alley portion of this scope.

We have met the Town's conditions for approval of Base Camp's rezoning and Sketch Plan proposals. However, we have concerns about two conditions: (1) the requirement that Base Camp pave the Northernmost 100' of the alley beyond the applicant's property at Snow King Avenue, and (2) the requirements that Base Camp build the entire sidewalk beyond the applicant's property to Snow King Avenue.

The proposed capital improvements are not directly adjacent to the Base Camp property. Rough proportionality is the standard for what is customary when requesting capital improvements be made, and it appears that the requested work goes well beyond these established limits of fairness. As noted by Town Staff, this represents a shift outside of common practice, in which improvements "were limited to the areas directly adjacent to the development's property(s) and did not extend further."

We have similar concerns regarding whether it is appropriate to have one landowner shoulder the entire cost of these major improvements, including portions adjacent to and directly benefiting property owned by other entities, such as Miller Ventures, L.P. and NewJack LLC. At the very least, the Town's exaction should be proportional to the projected impact of Base Camp's development.

In the spirit of partnership, Base Camp proposes the following:

Alley:

Based on a cost estimate from the general contractor for Base Camp, the scope of the alley paving is estimated to cost \$7,704. Base Camp is willing to pay this in full.

Sidewalk:

Based on a cost estimate provided by our general contractor, the non-adjacent sidewalk paving scope is estimated to cost \$37,528. Though it does not cross Base Camp's parcels, it crosses three parcels owned by others, they are willing to contribute half of this cost (\$18,764).

The applicant would like to discuss this proposal at the Planning Board Hearing, (a) to determine if this is amenable to the Town and (b) to discuss whether the Town would manage the project and receive funds from the applicant, or if the applicant would install the sidewalk to the Town of Jackson's engineering and municipal specifications and be reimbursed by the Town for it's scope.



TOWN OF JACKSON TOWN COUNCIL AGENDA DOCUMENTATION

PREPARATION DATE: SEPTEMBER 12, 2019
MEETING DATE: SEPTEMBER 16, 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

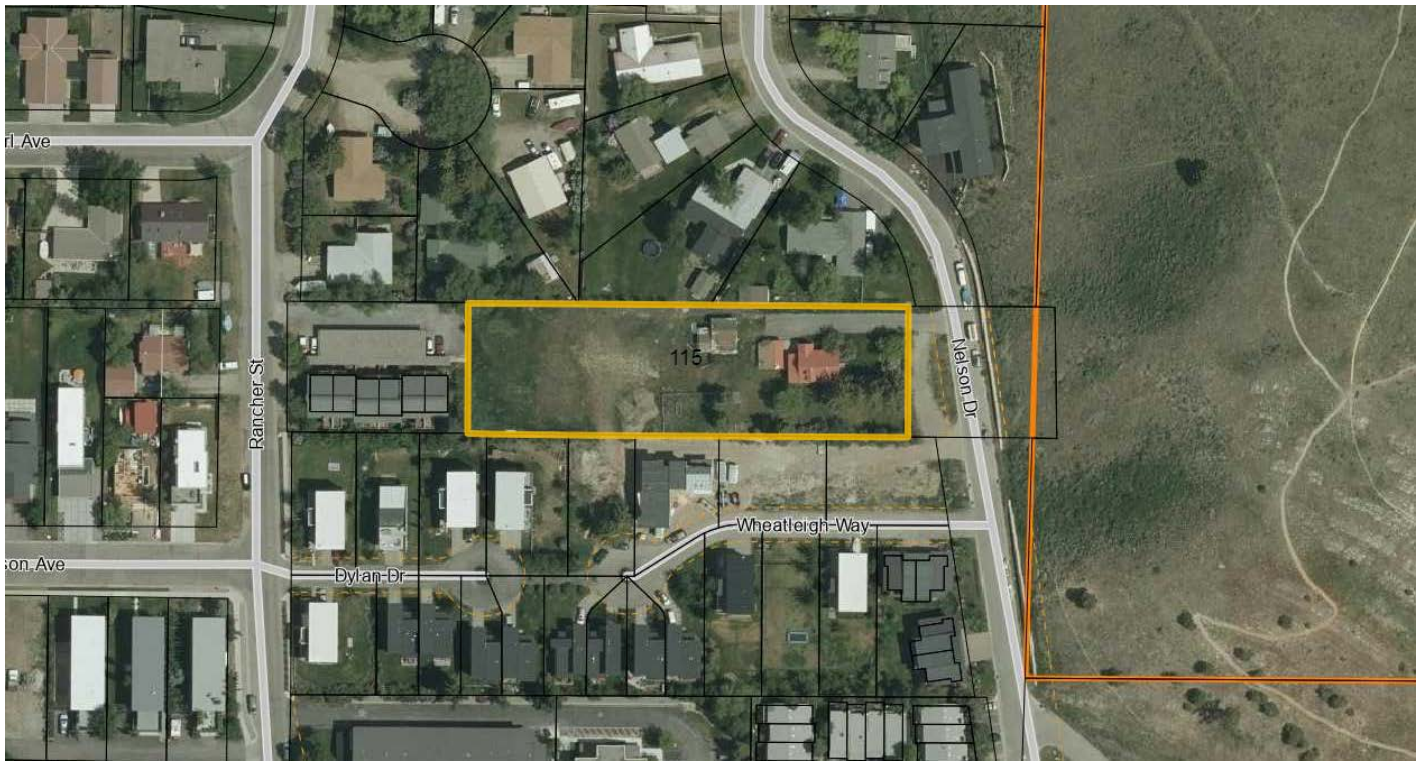
The applicant is requesting approval of a Development Plan for a 7-lot subdivision of a 1 acre parcel at 115 Nelson Drive in the Neighborhood Medium Density – 1 (NM-1) zoning district. This application is required prior to submitting a subdivision plat.

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.

Planning Commission

The Planning Commission reviewed this item on September 4, 2019 and unanimously supported the proposal. All Commissioners felt it was the appropriate density for this area and consistent with the desired future character as described in the 2012 Comprehensive Plan. There were some concerns about guest parking and the lack of on-street parking along some portions of Nelson Drive. The Commission encouraged the applicant to consider parking each site sufficiently and to consider use of the adjacent parcel to the east to use as an amenity for the subdivision, perhaps for guest parking.

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

Written public comment (attached) has been received by a property owner (Judd Grossman) who lives northwest of the proposed subdivision. The public comment expressed concerns over the density and felt that additional density in east Jackson is not appropriate and will increase traffic on local streets. Staff's general

response is that the proposed subdivision is consistent with the underlining zoning and the desired future character described in the 2012 Comprehensive Plan.

LEGAL REVIEW

Complete.

STAFF IMPACT

None at this time.

FISCAL IMPACT

None at this time.

RECOMMENDATIONS/ CONDITIONS OF APPROVAL

The Planning Director and Planning Commission recommend **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 and by the applicant 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 make findings 1-6 as set forth in Section 8.3.2.C (Development Plan) of the Land Development Regulations to approve a 7-lot subdivision for the property addressed at 115 Nelson Drive, subject to 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

Physical Development

____ Sketch Plan
☒ Development Plan
____ Design Review

Interpretations

____ Formal Interpretation
____ Zoning Compliance Verification

Relief from the LDRs

____ Administrative Adjustment
____ Variance
____ Beneficial Use Determination
____ Appeal of an Admin. Decision

Subdivision/Development Option

____ Subdivision Plat
____ Boundary Adjustment (replat)
____ Boundary Adjustment (no plat)
____ Development Option Plan

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:

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

6. CALCULATE CASH-IN-LIEU:

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

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:

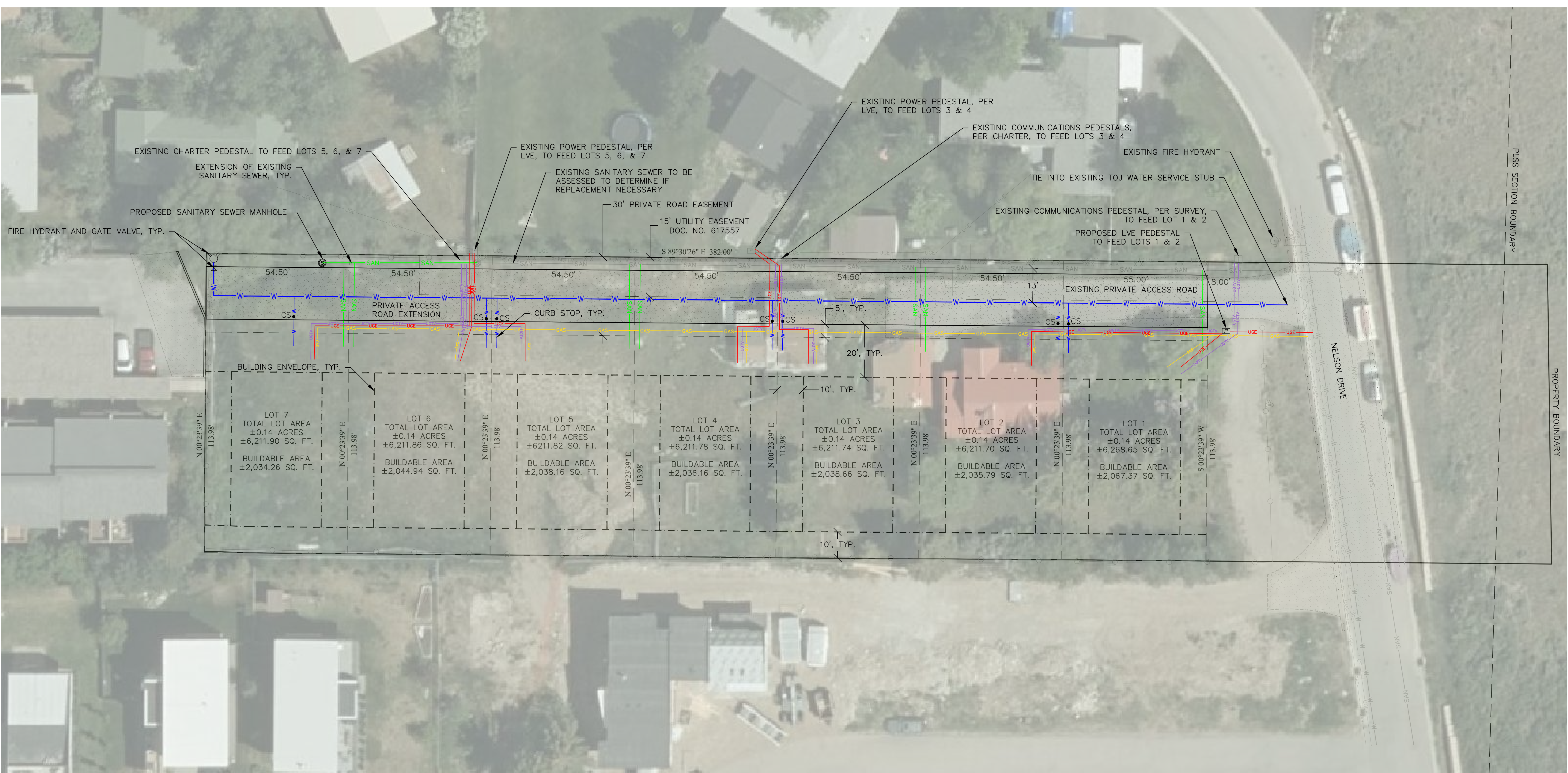
LAND DEDICATION REQUIREMENT	X	# OF UNITS	=	LAND DEDICATION
.020 ACRES PER UNIT SINGLE & TWO-FAMILY		<u>7</u>		<u>0.14</u>
.015 ACRES PER UNIT MULTI-FAMILY				

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

TETON LANDING SUBDIVISION - APPENDIX D

SADEK DARWICHE

115 NELSON DRIVE
JACKSON, WY 83001

DEVELOPMENT PLAN
SUBMITTAL

C1.1

DRAWING SET TITLE	DATE
DEV. SUBMITTAL	06/19/2019
REVISION	08/21/2019
DRAWN BY: JG	CHECKED BY: VR
JOB #:	18202



Y2 CONSULTANTS
ENGINEERING, SURVEYING & PLANNING
LANDSCAPE ARCHITECTURE, GIS
NATURAL RESOURCE SERVICES

Y2consultants.com
307.733.2999

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:

Tyler Valentine

From: Judd Grossman <jg@juddgrossman.com>
Sent: Sunday, September 01, 2019 11:26 AM
To: Town Council; Tyler Sinclair; Tyler Valentine
Subject: 115 NELSON DRIVE

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

Dear Planning Commission and Town Council,

I'm writing regarding the development proposal for 115 Nelson Drive. I have consistently expressed my concerns regarding the underlying character designation and zoning of this property. Town Residential Core and NM-1 are inappropriate for this property. 115 Nelson Drive meets the perfect definition of the Town Periphery character district, as it is right on the border between Town and National Forest, and is not close to urban amenities.

Trying to shoe horn density into the periphery of Town is poor planning. It makes public transportation less viable in our valley and forces high density neighborhood traffic to filter through low density neighborhood streets. Sacrificing neighborhood livability so that businesses can facilitate expansion and job creation is a misapplication of our Comprehensive Plan and a poor trade off for Jackson Hole. The wise place to allow higher density is in the commercial urban core of Town where residents can have easy access to jobs, transportation, shopping and services.

115 Nelson should be zoned NL-1 with 7,500 minimum lot sizes. This would allow 5 lots on this property rather than the 7 proposed. ARUs should not be allowed in the Town Periphery because of their density doubling potential. High density should be at the core of Town, not at the periphery.

While I commend Teton Landings Inc. for providing a relatively low impact proposal given the underlying zoning, I object to the zoning and urge Town to correct this planning error.

Best Regards,
Judd Grossman
50 Rancher St.
Jackson, WY



TOWN OF JACKSON

TOWN COUNCIL

AGENDA DOCUMENTATION

PREPARATION DATE: SEPTEMBER 13, 2019
MEETING DATE: SEPTEMBER 16, 2019

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

SUBJECT: **ITEM P19-204:** SAGEBRUSH APARTMENTS REQUEST FOR MINOR DEVIATION TO MODIFY HUD RIDER TO SPECIAL RESTRICTION

APPLICANT: STEFAN FODOR

OWNER: SAGEBRUSH INVESTORS

REQUESTED ACTION

The purpose of this item is for Council to consider a Minor Deviation request from Sagebrush Investors to amend approved PUD (P17-244) for the 90-unit Sagebrush Apartment project to modify the HUD Rider to the Special Restriction for the 32 workforce rental units to replace the existing local residency requirement with a residency preference. In addition, a final version of the associated “side agreement” is included for Council review.

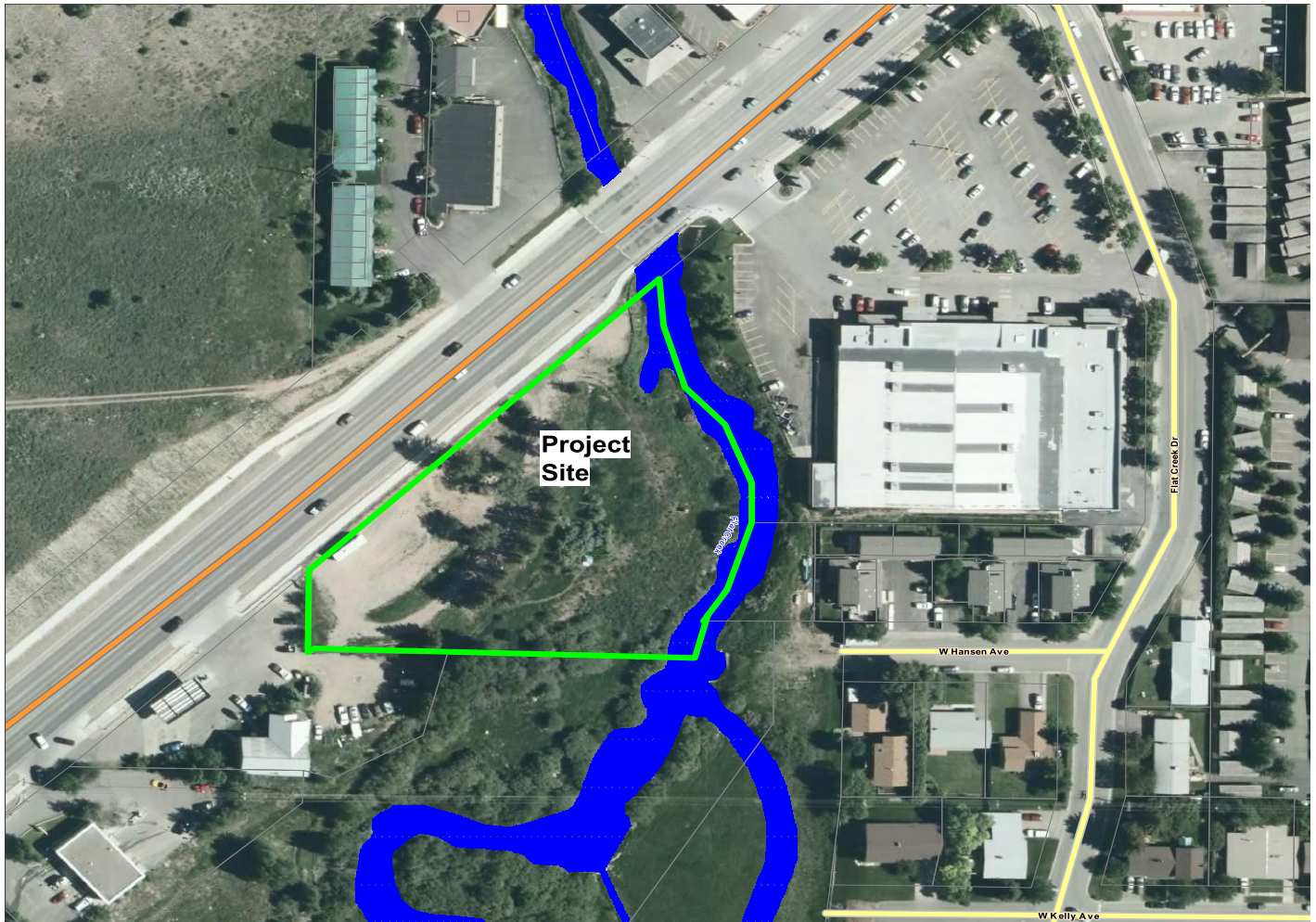
The requested changes are unforeseen technical changes that meet the requirements to be reviewed as Minor Deviations to the approved Sagebrush PUD under Sec. 8.2.13.B.2 in the LDRs. While Minor Deviations are typically approved at the staff level, this request has been elevated for review and approval from the Council.

APPLICABLE REGULATIONS

Section 8.2.13.B.2 Minor Deviations

LOCATION

The property is located at 550 West Broadway, legally known as Part of the NW1/4NE1/4 Section 33, Township 41, Range 116. An aerial photo and zoning map are shown below:



BACKGROUND

Approval of Sketch Plan and Development Option Plan

The Sketch Plan for 90-unit Sagebrush Apartment Planned Unit Development (PUD) project, located at 550 West Broadway, was approved by the Council on June 27, 2017. Final approval was provided by the Planning Director through a Development Option Plan on April 20, 2018. To enable the apartment project, the applicant obtained approval of two LDR amendments on March, 3, 2017 to (1) exempt apartment buildings of 20 units or more from affordable mitigation requirements, and (2) to provide a 10% FAR bonus to exempt interior corridors in apartment buildings.

The project required 32 units to have a Workforce Rental Deed Restriction that limited the occupancy of the residents to local workers but without any income restrictions. These 32 units were required in exchange for approval of three different types of FAR bonuses, totaling approximately 19,000 sf of additional market floor area. The largest floor area bonuses were provided by the 25% FAR bonus for workforce housing (13,782 sf of additional floor area) and the LDR provision (now deleted) that allowed a 4th story in exchange for deed-restricted units equal to the floor area of the 4th story (approximately 15,000 sf of additional floor area).

Previous Minor Deviations to change Original Approval (P19-065 & P19-102)

The applicant came before the Council this spring for a Minor Deviation to 1) add a HUD rider to the deed-restriction to subordinate the restriction in the case of default by the developer and 2) to seek the transfer of a

.23-acre parcel in the Flat Creek floodway to the Town. Both requests were generated by the applicant's need to comply with HUD Section 221(D)(4) that provides mortgage insurance rules necessary to fund the project. On May 20, 2019, the Council approved both requests with instructions for staff to work with the applicant to finalize the required documents for final review and signature, as necessary. During this process of finalization, the applicant discovered that additional changes are necessary due to HUD financing requirements (those changes are described below in the Project Request section).

In addition, staff is also currently working on the following Sagebrush-related project reviews:

- **Building Permit:** The applicant first submitted a building permit for the 90-unit apartment building in May, 2018. The building permit was denied by staff for a variety of reasons. The applicant recently resubmitted the building permit and it is currently under staff review.
- **Exempt Land Division to Transfer Floodway Parcel:** The process for transferring the .23-acre floodway parcel to the Town is the Exempt Land Division which allows transfers of land to governmental entities with an expedited process and without a plat. Staff's review is mostly complete but the applicant has requested multiple extensions to allow resolution of other related matters, such as the currently requested modifications to the HUD Rider, side agreement, and indemnity agreement.
- **Minor Deviation to Amend Sagebrush PUD:** After the Exempt Land Division is approved and recorded, the original PUD will then need to be updated to reflect the fact that the project site has been reduced in size by the transfer of the .23-acre Flat Creek floodway parcel. The practical goal is to clarify that the PUD still complies with all development standards, especially those based on site area (FAR, LSR, setbacks, etc.), to account for the smaller site area than when the project was approved. This application has been submitted and is under review but is also temporarily suspended to allow resolution of other matters, such as the currently requested modifications to the HUD Rider, side agreement, and indemnity agreement.

Project Request

The applicant has provided a detailed summary of the need and description of the request and staff will rely on that summary in the interest of time. However, in a nutshell, the request includes the following:

Modify HUD Rider: The applicant is seeking to modify the HUD Rider to replace the local residency requirement in the Town's approved Special Restriction (i.e., workforce deed restriction) with a residency preference. As represented by the applicant, this change is driven by rules from HUD and the federal Fair Housing Act that do not allow strict residency requirements on loans financed by HUD. Please see the Town Attorney's comments for more detail on the request. In practice, the requested changes would establish the following occupancy rules for renting the 32 deed restricted units:

- Initial 60-day rental period: All 32 deed-restricted units will be reserved for the first 60 days of building occupancy for "Displaced Persons or Families" in the event that a unit becomes vacant. In practice, this means that the owner of the project must first check a HUD national list to see if any displaced person or family is in immediate need of a unit and willing to come to Wyoming in 60 days (which is not likely as explained below). If there are such people, then the restricted unit must be rented to them. However, if no displaced person or family is available, then the project owner must rent the unit to a qualified local worker per the regular requirements of the Special Restriction.
- After initial 60-day rental period: Again, in the event of a vacancy, a displaced person or family has priority for the restricted unit. But if no displaced person or family is immediately available, then the 32 deed-restricted units must again be rented to a qualified local worker per the Special Restriction. The only exception to this rule is if at any time more than three units are vacant at the same time then those units may then be rented to any unqualified person (i.e., any person, including non-local workers).

Side Agreement: The Council should also be aware that the applicant and Town staff have continued to work on finalizing the terms of the previously approved “side agreement” (called the ‘Notice of Default, Right to Cure and Option Agreement’) that accompanies the HUD Rider and that is intended to clarify the Town’s rights and responsibilities to purchase the Sagebrush project or assume the HUD loan (or not) should the developer or future owner go into foreclosure on the project. This side agreement is attached to the staff report and is presented to the Council for Council review (see Town Attorney’s comments for more detail).

Similarly, staff is continuing to work with applicant on finalizing the indemnity agreement related to the transfer of the .23-acre floodway parcel to the Town that limits the Town liability associated with ownership of the floodway parcel. The applicant has requested some modifications that are technical in nature as they primarily involve updating the legal description of the PUD property due to minor boundary revisions discovered and approved after the original approval.

Staff Review

Planning Department Comments: The Planning Director’s primary goal in reviewing the applicant’s request is to ensure that, if the Council approves the proposed requests, the Sagebrush PUD still complies with the LDRs and original PUD approval. The Planning Department does not have expertise in HUD financing or contingencies, so we are providing our best analysis given the information available. With this in mind, planning staff have the following comments:

1. **HUD Rider: While the proposed changes to the HUD Rider significantly change the application of the residency requirement in the Special Restriction, the 32 restricted units should still substantially serve the local workforce.**

Staff’s current understanding is that few if any “Displaced Persons or Families” will actually fill the 32 units in the first 60 days or thereafter. This is based on the applicant’s representation that they have done many HUD projects subject to this requirement and have never had it happen to them or heard of it happening to any other HUD-financed development. If true, that means that most, if not all, of the 32 restricted units should not be rented to local workers from the first day. This would continue to be the case except when a total of three or more units are vacant at the same time, which would enable the owner to rent anyone they want.

So, while it is possible that some of the 32 units could be rented to non-local workers at various times, staff estimates that this outcome would be rare, temporary, and affect only a small portion of the 32 units. For that reason, planning staff concludes that a vast majority of the 32 units will be rented to local workers over the life of the project. On a broader note, it is worth noting that the HUD Rider also says that HUD’s rules control over any local rules that conflict with HUD’s rules, meaning that there is also a level of unknown risk that existing and future HUD rules could still negatively impact or even prevent application of the Town’s local workforce restriction. There is no way for planning staff to predict how this unknown will play out in the future.

Summary: Staff is generally comfortable with the Minor Deviation request as proposed because we find that the overall risk of the 32 deed-restricted units not being occupied by the local workforce is low.

2. **PUD’s continued compliance with LDRs: While the proposed changes to the HUD Rider significantly change the application of the residency requirement in the Special Restriction, the Town’s approval of the 4th story and 48’ height bonus in the Sagebrush PUD is still valid and the PUD still complies with the LDRs.**

The Sagebrush PUD received approval of a 4th story and 48' height bonus under Sec. 2.3.4.E.1 (now deleted) in the LDRs in exchange for, among other things, a permanent deed restriction with an "occupancy requirement." Consequently, it is critical for staff to verify that the changes proposed in the HUD Rider and side agreement do not, in effect, void the occupancy/residency requirement in the Special Restriction. Because if the proposed changes do void (or functionally void) the restriction, then staff would have to conclude that the PUD no longer meets the criteria for getting the height bonus or 4th story and so it would no longer comply with the LDRs — requiring the project to be modified to be only 35' in height and three stories in the UR zone.

However, because planning staff concludes that the proposed HUD Rider changes do not rise to the level of voiding the local workforce restriction on the 32 deed restricted units (see Comment #1 above), we conclude that the Sagebrush PUD still complies with Sec. 2.3.4.E.1 and the rest of the LDRs if the proposed HUD Rider changes are approved by the Council.

Summary: Staff is generally comfortable with the Minor Deviation request as proposed because we find that the overall risk of the 32 deed-restricted units not being occupied by the local workforce is low.

Housing Department Comments: Housing Department Director has no new comments for this item.

PLANNING COMMISSION

Not Applicable.

STAFF FINDINGS

8.2.13.B.2 Minor Deviation

A Minor Deviation may be approved by the Planning Director pursuant to the process for a Zoning Compliance Verification upon finding that it [NOTE: This item has been elevated to the Council for decision]:

1. Complies with the standards of the LDRs;

Complies. As demonstrated above, the request complies with all applicable LDRs, in particular the 48' height bonus in (deleted) Sec. 2.3.4.E.1.

2. Does not include reductions in the amount of open space set aside or required resource protection; and

Complies. There is no reduction in open space or required resource protection as a result of this application.

3. Does not include increases in the amount of building floor area.

Complies. There is no increase in the total amount of floor area as a result of this application.

ATTACHMENTS

Applicant Submittal (note some items in the original application are not included for Council review and so only the following items are attached for Council consideration).

- Project Narrative
- HUD Rider
- Special Restriction
- “Side Agreement”

PUBLIC COMMENT

None.

FISCAL IMPACT

There will be no significant impact to the Town if the proposed project is approved. Regarding the indemnity agreement for the floodway parcel transfer, the potential fiscal impact from additional liability should be negligible because limiting financial liability is the purpose of the indemnity agreement.

STAFF IMPACT

The review of this request has had a considerable fiscal impact on the Legal Department who has spent considerable time conducting legal analysis over the past two weeks. A substantial, but less, fiscal impact has been on the Planning Department. Approval of the applicant’s request will not have a significant future fiscal impact on the Town.

LEGAL REVIEW

The Town Attorney reviewed this item and staff report.

RECOMMENDATIONS / CONDITIONS OF APPROVAL

The Planning Director recommends approval of the applicant’s request, as explained above.

SUGGESTED MOTIONS

Staff recommends that Council make a separate motion for each requested item. The Council may either make a final motion to approve/deny the requests or to continue either or both items to a future meeting for further consideration.

Item A (HUD Rider and Side Agreement): I move to approve the applicant’s request (P19-204) to accept the proposed changes to the HUD Rider to the Special Restriction subject to any departmental reviews, and to direct the Town Attorney to work with the applicant to draft final documents consistent with this approval.

FODOR LAW OFFICE, PC

Stefan J. Fodor

P.O. Box 551 / Jackson, WY 83001

307.733.2880 (t) / 307.733.2890 (f)

stefan@fodorlaw.com

September 4, 2019

Sent via Email Only

Mayor Muldoon and Members of Town Council
c/o Lea Colasuonno
Town of Jackson
150 E. Pearl Avenue
P.O. 1687
Jackson, WY 83001
Email: lcolasuonno@jacksonwy.gov

Re: Sagebrush Apartments; HUD Rider and Notice of Default, Right to Cure & Option Agreement; September 16, 2019 Town Council Meeting

Dear Mayor Muldoon and Members of Town Council:

As you know, this firm represents Sagebrush Investors, LLC ("Sagebrush"), the owner of property at 550 W. Broadway ("Property"). Sagebrush is planning to construct 90 new apartment units, 32 of which will be deed-restricted as Workforce Rental Housing. Over the last several months, we have worked with the Town to: (1) update the Special Restrictions for Workforce Rental Housing applicable to the Property ("Special Restrictions"); (2) prepare a "side agreement" that will accompany the Special Restrictions to allow the Town the option to purchase the Property in the event of default by the owner, thereby preserving the Special Restrictions; and (3) convey the existing floodway on the Property to the Town of Jackson, which will also include an Indemnity Agreement between Sagebrush and the Town of Jackson.

As we have discussed with you previously, Sagebrush will be utilizing U.S. Department of Housing and Urban Development ("HUD") insured construction and long-term debt financing to develop the Property. Specifically, Sagebrush will be utilizing HUD Section 221(d)(4) mortgage insurance, which is a federal incentive program to facilitate the new construction of multifamily rental housing for moderate-income families. HUD has recently raised concerns about language in the Special Restrictions in light of certain federal rules and regulations. We have been working with HUD over the last few months to address their concerns.

Please find below a summary of HUD's concerns and our proposed solutions to the same, which will require updates to the HUD Rider that you approved in May of this year and finalizing of the "side agreement", which we have drafted as a Notice of Default, Right to Cure & Option Agreement between the Town, Sagebrush and Love Funding Corporation. We respectfully request that you approve the enclosed updates so that we can continue to move this project forward. We have finalized our

Sagebrush Apartments-HUD Rider and Side Agreement

Page 1 of 4

construction numbers, submitted for a building permit and have a ‘Firm Commitment’¹ for the HUD loan, which is contingent on finalizing items 1-3 above.² We are very eager to finalize these documents so that we can begin construction on 90 needed units, 32 of which will be permanently deed restricted with the remainder sized and designed for our workforce.

A. Revisions to the HUD Rider that will be Recorded with the Special Restrictions

In May of this year, you approved a HUD Rider to be recorded along with the Special Restrictions for the Property. The purpose of the HUD Rider was to subordinate the Special Restrictions to HUD’s mortgage in accordance with HUD’s policies and procedures. HUD has recently informed us that additional revisions to the HUD Rider are necessary because of the Fair Housing Act, accompanying federal regulations, and HUD’s Regulatory Agreement which is referenced in the Rider.

HUD’s position is that Section 221(d)(4) of the National Housing Act prohibits absolute residency or similar requirements as currently provided in the Special Restrictions. The issue is that federal regulations prohibit residency *requirements*, but allow for residency *preferences* so long as the preferences are in accordance with non-discrimination and equal opportunity requirements found in applicable federal rules and regulations.³

We have been working with HUD and our lender, Love Funding Corporation (“LFC”), to modify the language in the Rider so that we are not creating a residency requirement, but rather a permissible residency preference which must also take into consideration “Displaced Persons or Families”, which are defined in the Regulatory Agreement as people displaced from urban renewal areas, displaced as a result of government action, or displaced as a result of major disasters.⁴ Under the Regulatory Agreement, Section 29(b), owners of federally-insured housing projects (like Sagebrush Apartments) must give “Displaced Persons and Families” an absolute preference or priority of occupancy for 60 days when the units are first offered, and thereafter, preference over non-Displaced Persons and Families on waiting lists.

In order to address these requirements (1. creating a residency *preference* rather than a residency *requirement* and 2. accommodating Displaced Persons and Families), LFC has received approval from HUD to modify the HUD Rider giving an absolute preference or priority to Displaced Persons and Families when the units are first offered to the public and creating a “safety valve” which would open a deed-restricted unit to a non-Qualified Household if the project owner *and* Housing Department were

¹ This is a promise by HUD to insure a mortgage for a specific borrower and property based on the designated terms and conditions which include addressing the floodplain (#4), development agreement to meet regulatory and MAP (Multifamily Accelerated Processing Guide) requirements, as well as special restriction subordination [through the Rider] (#8).

² Item #3 above (conveyance of the floodway parcel and indemnity) has been addressed through the Town’s approval of the floodway conveyance and an accompanying Indemnity Agreement earlier this year.

³ The “cross-cutting” regulation is found at 24 CFR § 200.30 (FHA Programs) and states that the “requirements set forth in 24 CFR part 5...pertaining to nondiscrimination and equal opportunity, apply to [FHA] programs.” 24 CFR part 5 concerns general HUD program requirements. Specifically, 24 CFR § 5.655(c) (Section 8 and public housing regulations) prohibits residency *requirements*, but allows for certain residency *preferences* so long as these preferences comply with non-discrimination and equal opportunity provisions found in 24 CFR 5.105(a) and 24 CFR § 5.655(c), and comply with occupancy requirements in HUD’s MAP Guide at Section 3.2(M).

⁴ HUD Regulatory Agreement, Section I(1)(f).

unable to fill the deed-restricted unit with a Qualified Household within 60 days. Given the Town and County's very high demand for housing, it would be unlikely that the project owner and Housing Department would not be able to fill the units with Qualified Households, but the requirement remains nonetheless.

Please find enclosed at **Exhibit A** a proposed update to the HUD Rider which addresses both of HUD's requirements regarding residency restrictions and the accommodation and prioritization of Displaced Persons and Families. The enclosed update is in redline format so that you can clearly see the proposed revisions to the HUD Rider from the form approved by Town Council on May 20, 2019. I have also attached at **Exhibit B** a copy of the updated Special Restrictions (template approved by the Town Council and County Commissioners on 7/23/19), since these will be recorded along with the HUD Rider.

B. Side Agreement to Accompany Special Restrictions

In May of this year, the Town Council approved the HUD Rider (discussed above) on the condition that the Town, Sagebrush, and LFC enter into a side agreement memorializing the Town's rights to take over the Sagebrush project in the event Sagebrush defaults on its payment obligations under the loan. The side agreement was requested by the Town in order to allow the Town to preserve the Special Restrictions from being removed in the event of foreclosure by HUD. We have drafted the "side agreement" to be a Notice of Default, Right to Cure & Option Agreement between the Town, Sagebrush and Love Funding Corporation.

The Notice of Default, Right to Cure & Option Agreement provides as follows: 1) the Town receives notice of any delinquency or default by the owner of the Property; 2) the Town receives a right to cure a default by Sagebrush for a certain time period; 3) the Town receives an option to purchase the Property if the owner is still in default after a certain time period; 4) LFC agrees to ask for a deferral of assignment of a delinquent loan back to HUD in order to allow the Town adequate time to determine if it wants to exercise its option and how to fund that option; and 4) if the Town exercises its option, Sagebrush would convey the Property by general warranty deed at closing. The Town's option allows it the right, but not the obligation, to (i) purchase the Property at the greater of the loan balance at closing or 80% of the market value as determined by appraisal; or (ii) submit an application to HUD to assume the HUD loan. The option provides the Town with a mechanism to prevent foreclosure by HUD which would jeopardize the Special Restrictions. While the sums are substantial, given the value of a 90 unit development, a 20% discount on market value could be a substantial savings to the Town in acquiring a 90 unit development if Sagebrush should default and the Town elects to exercise its option.

Concerns were expressed about additional debt being put on the Property. If an owner wishes to refinance with HUD, a new Firm Commitment would be issued which would require new loan documents including a note and mortgage requiring a new round of negotiation between the Lender and the Town for priority, thus providing the Town with notice of any refinancing or additional debt and the ability to be part of the discussions on debt priority.

Furthermore, the proposed debt for this project will be at the statutorily allowed maximum pursuant to the Consolidated Appropriations act of 2008 which sets forth the maximum loan amounts for HUD loans.

Please find enclosed at **Exhibit C** a current draft of the Notice of Default, Right to Cure & Option Agreement between the Town, Sagebrush and Love Funding Corporation.

Please feel free to contact me with any questions about the enclosed documents and requests. We look forward to presenting these requests to you at your Monday, September 16 regular meeting.

Regards,


Fodor Law Office, PC
Stefan J. Fodor

Enclosures

cc: Client
April Norton

HUD RIDER TO SPECIAL RESTRICTIONS FOR WORKFORCE RENTAL HOUSING

This RIDER TO SPECIAL RESTRICTIONS FOR WORKFORCE RENTAL HOUSING is made as of _____, 2019, by SAGEBRUSH INVESTORS, LLC ("Borrower") and TOWN OF JACKSON WYOMING ("Town").

WHEREAS, Borrower has obtained financing from Love Funding Corporation ("Lender") for the benefit of the project known as Sagebrush Apartments, HUD Project No. 109-35099 ("Project"), which loan is secured by a Multifamily Mortgage, Assignment of Leases and Rents and Security Agreement ("Security Instrument") dated as of _____, 2019 and to be recorded in the land records Teton County, Wyoming ("Records"), and is insured by the United States Department of Housing and Urban Development ("HUD");

WHEREAS, Borrower has received a density bonus from the Town, which Town is requiring certain restrictions be recorded against the Project; and

WHEREAS Borrower and the Town are entering into that certain Special Restrictions for Workforce Rental Housing ("Restrictive Covenants") with respect to the Project, as more particularly described in Exhibit A attached to the Restrictive Covenants, dated as of _____, 2019 and to be recorded in the Records and to which this Rider is attached and made a part of;

WHEREAS, HUD requires as a condition of its insuring Lender's financing to the Project, that the lien and covenants of the Restrictive Covenants be subordinated to the lien, covenants, and enforcement of the Security Instrument; and

WHEREAS, the Town has agreed to subordinate the Restrictive Covenants to the lien of the Mortgage Loan in accordance with the terms of this Rider.

NOW, THEREFORE, in consideration of the foregoing and for other consideration the receipt and sufficiency of which are hereby acknowledged, the parties hereby agree as follows:

1. The following new Section 17 is hereby added to the Restrictive Covenants:

SECTION 17. HUD REQUIRED PROVISIONS

(a) In the event of any conflict between any provision contained elsewhere in the Restrictive Covenants and any provision contained in this Rider, the provision contained in this Rider shall govern and be controlling in all respects as set forth more fully herein.

(b) The following terms shall have the following definitions:

"HUD" means the United States Department of Housing and Urban Development.

"HUD Regulatory Agreement" means the Regulatory Agreement between Borrower and HUD with respect to the Project, as the same may be supplemented, amended or modified from time to time.

"Lender" means Love Funding Corporation, its successors and assigns.

"Mortgage Loan" means the mortgage loan made by Lender to the Borrower pursuant to the Mortgage Loan Documents with respect to the Project.

"Mortgage Loan Documents" means the Security Instrument, the HUD Regulatory Agreement and all other documents required by HUD or Lender in connection with the Mortgage Loan.

"National Housing Act" means the National Housing Act of 1934, as amended.

"Program Obligations" has the meaning set forth in the Security Instrument.

"Residual Receipts" has the meaning specified in the HUD Regulatory Agreement.

"Security Instrument" means the mortgage or deed of trust from Borrower in favor of Lender, as the same may be supplemented, amended or modified.

"Surplus Cash" has the meaning specified in the HUD Regulatory Agreement.

(c) Notwithstanding anything in the Restrictive Covenants to the contrary, the provisions hereof are expressly subordinate to (i) the Mortgage Loan Documents, including without limitation, the Security Instrument, and (ii) Program Obligations (the Mortgage Loan Documents and Program Obligations are collectively referred to herein as the "HUD Requirements"). Borrower covenants that it will not take or permit any action that would result in a violation of the Code, HUD Requirements or Restrictive Covenants. In the event of any conflict between the provisions of the Restrictive Covenants and the provisions of the HUD Requirements, HUD shall be and remains entitled to enforce the HUD Requirements. Notwithstanding the foregoing, nothing herein limits the Town's ability to enforce the terms of the Restrictive Covenants, provided such terms do not conflict with statutory provisions of the National Housing Act or the regulations related thereto. The Borrower represents and warrants that to the best of Borrower's knowledge the Restrictive Covenants impose no terms or requirements that conflict with the National Housing Act and related regulations.

(d) In the event of foreclosure (or deed in lieu of foreclosure), the Restrictive Covenants (including without limitation, any and all land use covenants and/or restrictions contained herein) shall automatically terminate.

(e) Borrower and the Town acknowledge that Borrower's failure to comply with the covenants provided in the Restrictive Covenants does not and shall not serve as a basis for default under the HUD Requirements, unless a default also arises under the HUD Requirements.

(f) Except for the Town's reporting requirement, in enforcing the Restrictive Covenants the Town will not file any claim against the Project, the Mortgage Loan proceeds, any reserve or deposit required by HUD in connection with the Security Instrument or HUD Regulatory Agreement, or the rents or other income from the property other than a claim against:

- i. Available surplus cash, if the Borrower is a for-profit entity;
- ii. Available distributions of surplus cash and residual receipts authorized for release by HUD, if the Borrower is a limited distribution entity; or
- iii. Available residual receipts authorized by HUD, if the Borrower is a non-profit entity.

(g) For so long as the Mortgage Loan is outstanding, Borrower and Town shall not further amend the Restrictive Covenants, with the exception of clerical errors or administrative correction of non-substantive matters, without HUD's prior written consent.

(h) Subject to the HUD Regulatory Agreement, the Town may require the Borrower to indemnify and hold the Town harmless from all loss, cost, damage and expense arising from any claim or proceeding instituted against Town relating to the subordination and covenants set forth in the Restrictive Covenants, provided, however, that Borrower's obligation to indemnify and hold the Town harmless shall be limited to available surplus cash and/or residual receipts of the Borrower.

(i) Nothing in the Restrictive Covenants shall lessen or otherwise affect the obligations of Borrower under Section 29.b. of the HUD Regulatory Agreement to give Displaced Persons or Families (as defined in the HUD Regulatory Agreement) an absolute preference or priority of occupancy in accordance with the terms of the HUD Regulatory Agreement.

(j) Section 2.I. of the Restrictive Covenant is hereby amended and restated as follows:

I. Vacancies. A Residential Unit may be vacant intermittently between tenancies to allow for proper advertisement and verification for Qualified Households and reasonable maintenance. A Residential Unit shall be considered to be "vacant" during any period in which the unit is not subject to an executed lease agreement. However, a Residential Unit shall not be vacant for a period greater than sixty (60) days, unless authorized by the Housing Department. If any Residential Unit remains vacant for more than thirty (30) days, the Owner shall promptly notify the Housing Department and the Housing Department shall have the right, but not the obligation, to identify a Qualified Household to rent the Residential Unit for a period of up to sixty (60) days following the start of the vacancy. If a Residential Unit shall remain vacant for a period of greater than sixty (60) days, a Residential Unit shall be rented to any tenant without regard to whether the tenant is a Qualified Household. The foregoing provisions allowing Residential Units to remain vacant for sixty (60) days before being rented to a non-Qualified Tenant shall only apply to the first three Residential Units to become vacant. If there are more than three Residential Units which are vacant, any vacant Residential Unit over three shall be made available to non-Qualified Tenants immediately for a maximum lease period of six (6) months. Purely as an example, and not as a limitation, if there were to be four vacant Residential Units, the fourth unit must be made available to rent by non-Qualified Tenants immediately after it becomes vacant.

2. This Rider and its provision shall automatically terminate when the Mortgage Loan is no longer insured or held by HUD.

SIGNATURE PAGE TO HUD RIDER
TO SPECIAL RESTRICTIONS FOR WORKFORCE RENTAL HOUSING

BORROWER:

SAGEBRUSH INVESTORS, LLC
a Delaware limited liability company

By: Trident Partners, LLC
a Delaware limited liability company
Manager

By: _____
John P. Shelton, Jr.
Chief Executive Officer

SIGNATURE PAGE TO HUD RIDER
TO SPECIAL RESTRICTIONS FOR WORKFORCE RENTAL HOUSING

TOWN OF JACKSON, WYOMING:

By: Pete Muldoon
Mayor

Special Restrictions
for Workforce Rental Housing
Located at insert Town of Jackson or Teton County, Wyoming

These Special Restrictions for Workforce Rental Housing, ("Special Restrictions"), are made this ____ day of _____, 20____(the "Effective Date"), by the undersigned Owner ("Owner") and insert the Town of Jackson or Teton County, Wyoming.

RECITALS:

WHEREAS, Owner holds fee ownership interest in that certain real property, located in insert the Town of Jackson or Teton County, Wyoming, and more specifically described as follows:

Click here to add legal description of property.

PIDN: _____ ("Land")

WHEREAS, as a condition of its approval for permit #Click here to enter Permit #. ("Approval"), Owner was required to provide and restrict as follows:

Owner developed property addressed as _____, _____, Wyoming 830____ for a _____square foot retail/service/office/residential/etc. building. This development generated the obligation to provide Workforce Ownership Housing in accordance with _____ Approval. Owner is restricting:

- Unit _____, with _____ number of bedrooms.
- Unit _____, with _____ number of bedrooms.
- Unit _____, with _____ number of bedrooms.

(hereinafter each is a "Residential Unit" and in the aggregate "Residential Unit Complex").

WHEREAS, the Jackson Town Council and Teton County Board of County Commissioners resolved to form the Jackson/Teton County Housing Authority, a duly constituted housing authority pursuant to W.S. §15-10-116, as amended, and its successors or assigns, known as the Jackson/Teton County Housing Authority ("JTCHA");

WHEREAS, the Jackson Town Council and Teton County Board of County Commissioners further resolved to create the Jackson/Teton County Affordable Housing Department ("Housing Department") who are employees of Teton County and agents acting on behalf of the JTCHA, empowered to enforce this Special Restriction;

WHEREAS, in furtherance of the goals, objectives, requirements and conditions of insert approval type (FDP, CUP, etc.) Approval, and consistent with the insert the Town of Jackson or Teton County's goal of providing decent, safe and sanitary housing to qualified employees working in Teton County, Wyoming, that is affordable, Owner agrees to restrict the use and occupancy of the Residential Unit to a "Qualified Household," which meets employment, income and asset ownership qualifications as set forth herein and as further defined in the Jackson/Teton County Housing Department Rules and Regulations;

WHEREAS, Owner desires to adopt these Special Restrictions and declare that the Residential Unit and Land shall be held, sold, and conveyed in perpetuity subject to these Special Restrictions, which Special Restrictions shall be in addition to all other covenants, conditions or restrictions of record affecting the Residential Unit and Land, and shall be enforceable by Housing Department and insert the Town of Jackson or Teton County, Wyoming.

RESTRICTIONS:

NOW THEREFORE, in satisfaction of the conditions in the _____ Approval, and in consideration of such _____ Approval and further consideration of the foregoing Recitals, which are by this reference incorporated herein, Owner hereby declares, covenants and agrees for itself and each and every person acquiring ownership of the Residential Units, Residential Unit Complex and Land shall be owned, used, occupied, developed, transferred and conveyed subject to the following Special Restrictions in perpetuity.

SECTION 1. JACKSON/TETON COUNTY HOUSING DEPARTMENT RULES AND REGULATIONS.

References made herein to the “Rules and Regulations” are references to the written policies, procedures and guidelines of the Housing Department, as the same may be amended, modified, or updated from time to time and which policies, procedures, and guidelines are on file with the Housing Department or otherwise with insert the Town of Jackson or Teton County, Wyoming, or if there are no such written policies, procedures or guidelines (or a written policy, procedure or guideline with respect to a specific matter) then the reference shall be to the current applied policy or policies of the Housing Department or its successor. Procedural and administrative matters not otherwise addressed in these Special Restrictions shall be as set forth in the Rules and Regulations.

SECTION 2. RESTRICTIONS ON OCCUPATION AND USE OF RESIDENTIAL UNIT. In addition to any restrictions included in the current Housing Rules and Regulations, occupancy and use of the Residential Unit shall be restricted as follows:

- A. Qualified Household. The rental, use and occupancy of the Residential Units shall be limited to natural persons who meet the definition of a Qualified Household for Workforce Housing, as set forth below (“Qualified Household”).
1. Employment Requirement. At least one (1) member of the Qualified Household must maintain an average of thirty (30) hours per week employment on an annual basis, or a minimum of one thousand five hundred and sixty hours (1,560) per year, for a local business. A “local business” means a business physically located within Teton County, Wyoming, holding a business license with the Town of Jackson, Wyoming or one that can provide other verification of business status physically located in Teton County, Wyoming, and the business serves clients or customers who are physically located in Teton County, Wyoming.
 2. Income Requirement. The entire Qualified Household must earn at least seventy-five percent (75%) of the Household’s income from a local business, as defined above.
 3. No Teton County Residential Real Estate. No member of the Qualified Household may own or have any interest (whether individually, in trust, or through an entity including without limitation a partnership, limited partnership, limited liability company, corporation, association, or the like) in whole or in part in any other residential real estate within one hundred and fifty (150) miles of Teton County, Wyoming at any time during

occupancy of the Residential Unit.

4. Initial Determination by the Owner. Owner shall require each prospective renter of a Residential Unit to provide information sufficient to show eligibility as a Qualified Household under the Workforce Housing Program pursuant to the requirements of this restriction and the Housing Rules and Regulations. The determination shall be based upon written applications, representations, information and verifications, including *at a minimum*, a W-2 for each adult renter or other IRS filing showing source of earnings, a signed and sworn statement regarding ownership of other real estate and a list of current employer(s), hours worked as well as contact information for each employer(s) and other such information reasonably requested by the Housing Department to verify and substantiate as a Qualified Household.
 5. Continuing Obligation to Remain a Qualified Household. The occupants of the Residential Unit shall satisfy the definition of a Qualified Household at all times during the occupancy of the Residential Unit.
 6. Occupancy. Each Residential Unit shall be occupied as the Qualified Household's sole and exclusive primary residence, and each tenant of a Residential Unit shall physically reside therein on a fulltime basis, at least eighty percent (80%) of the term of the lease. Except for permitted guests, no persons other than the members of the Qualified Household may occupy the Residential Unit.
 7. Reporting Requirement – Housing Department Determination. Owner shall, by January 31 of each year, provide to the Housing Department a summary of the eligibility verification information contained above for each occupant of a Residential Unit as set forth on the Housing Department Template that will be provided to Owner. Upon written request by the Housing Department for supporting documentation, Owner shall provide the same within fifteen (15) business days of receipt of such written request. Additionally, Owner shall, by January 31 of each year, provide the Housing Department with its most current lease form for Residential Units. Each Residential Unit Lease must state, and it is a material consideration of this restriction, that the Housing Department has the ultimate and final authority to determine eligibility of households renting Residential Units. If the Housing Department, upon review of supporting documentation determines that an occupant of a Residential Unit does not qualify as a Qualified Household, the Housing Department shall have the authority to require the Owner to terminate the lease between Owner and the occupant of a Residential Unit pursuant to Sections 4 & 5 below.
- B. No Legal Action. No Owner of the Residential Unit, prospective purchaser of the Residential Unit, Tenant, renter or occupant, or other party shall have the right to sue or bring other legal process against insert the Town of Jackson or Teton County, Wyoming or the Housing Department, or any person affiliated with insert the Town of Jackson or Teton County, Wyoming or the Housing Department arising out of these Special Restrictions, and neither shall insert the Town of Jackson or Teton County, Wyoming or the Housing Department have any liability to any person aggrieved by the decision of insert the Town of Jackson or Teton County, Wyoming or the Housing Department regarding qualification of a Qualified Household or any other matter relating to these Special Restrictions.
- C. Household Composition. Only members of the Qualified Household may occupy a Residential Unit, except that Owner may restrict who may reside in a Residential Unit, provided that such owner-restriction does not violate Federal or state fair housing laws. Notwithstanding the foregoing, occupancy of the Residential Unit shall be in compliance with any and all building codes

(or other relevant law, code, statute, ordinance or the like) regarding maximum occupancy standards or limitations.

- D. Written Lease Requirement. Occupancy of the Residential Unit shall be pursuant to a written lease, the form of which may be approved by Housing Department as it may require. Owner of the Residential Unit shall obtain written verification of income, asset ownership, and employment in Teton County, Wyoming for each Qualified Household proposing to rent the Residential Unit prior to such Household's occupancy, and upon each extension or renewal of any lease therefore.
- E. Rental Term. The Residential Unit shall be offered for rent in periods of not less than six (6) months.
- F. Rental Rate: Owner shall set the rent. There is no cap on rent or rent appreciation.
- G. Rental Unit: Except as provided herein, the Residential Unit shall remain a rental unit for Qualified Households.
- H. Guests. No persons other than those comprising the Qualified Household shall be permitted to occupy the Residential Unit for periods in excess of ten percent (10%) of the Rental Term in cumulative days per calendar year
- I. Vacancies. The Residential Unit may be vacant intermittently between tenancies to allow for proper advertisement and verification for Qualified Households and reasonable maintenance. However, a Residential Unit shall not be vacant for a period greater than sixty (60) days, unless authorized by the Housing Department. If any Residential Unit remains vacant for more than sixty (60) days without approval, the Housing Department has the right, but not the obligation, to identify a Qualified Household to rent the Residential Unit.
- J. Business Activity. No business activities shall occur in a Residential Unit, other than a home occupation use that is allowed by applicable zoning and properly permitted.
- K. Compliance with Laws, Declaration. The Residential Unit shall be occupied in full compliance with these Special Restrictions and the Rules and Regulations, along with all laws, statutes, codes, rules, or regulations, covenants, conditions and restrictions, and all supplements and amendments thereto, and any other rules and regulations of any applicable homeowner's association, as the same may be adopted from time to time.
- L. Insurance. Owner shall keep the Residential Unit Complex continuously insured against physical loss for the full replacement value of the Residential Unit Complex.
- M. Maintenance. Owner shall be responsible for the cost and expense to keep and maintain the interior of the Residential Unit and all other aspects of the Residential Unit not otherwise maintained by a homeowner's association in a safe, decent and sanitary condition. In the event Owner fails to maintain the Residential Unit in a safe, decent and sanitary condition and such condition continues for fourteen (14) days after notice from the Housing Department, the Housing Department shall have the right but not the obligation to enter the Residential Unit and repair such condition and Owner shall reimburse Housing Department for such reasonable repair costs. Payment to Housing Department from Owner shall be due upon receipt of invoice.

- N. Periodic Reporting, Inspection. In order to confirm compliance with these Special Restrictions, each owner shall comply, and cause its tenants to comply, with any reporting or inspection requirements as set forth herein and as may be required by the Housing Department from time to time. Upon reasonable notice to owner, the Housing Department shall have the right to inspect the Residential Unit from time to time to determine compliance with these Special Restrictions and to review the written records required to be maintained by Owner. Owner shall maintain such records for a period of not less than two (2) years.
- O. Preference. Owner may give first-priority to rent the Residential Unit to Qualified Households of which a member of the Household is an employee of Owner. In the event there are no persons directly employed by Owner to whom Owner desires to rent the Residential Unit, then Owner may rent to any Qualified Household.

SECTION 3. SALE OF THE RESIDENTIAL UNIT COMPLEX. The Residential Unit Complex may be bought and sold as Owner may determine except that all reporting and record-keeping required herein shall be continuous and any new owner shall obtain the required records from the prior owner. Any such conveyance of a Residential Unit Complex shall be subject to these Special Restrictions. Within ten (10) days prior to the closing of the sale or other transfer of the Complex, Owner shall notify the Housing Department of the pending sale or transfer and, prior to closing, provide the Housing Department with contact information (including without limitation, mailing address, phone number and email) for the new owner.

SECTION 4. DEFAULT. Subject to the notice and cure provisions, if any, of the Housing Department Rules and Regulations each of the following shall be considered a default ("Default"):

- A. A violation of any term of these Special Restrictions, the Rules and Regulations, the Declaration, or any laws affecting a Residential Unit.
- B. A violation of any term of these Special Restrictions or any laws affecting the Residential Unit.
- C. Vacancy of a Residential Unit for more than sixty (60) days continuously.
- D. Fraud or misrepresentation by Owner and/or occupant in the provision of an application, reporting requirement, inspection requirement or any other informational requirement to the Housing Department.
- E. If the Residential Unit is taken by execution or by other process of law, or if Owner is judicially insolvent according to law, or if any assignment is made of the property of Owner for the benefit of creditors, or if a receiver, trustee or other similar officer is appointed to take charge of any substantial part of the Residential Unit, Residential Unit Complex or Owner's property by a court of competent jurisdiction.

In the event the Housing Department believes there to be a Default, the Housing Manager, or a Designee of the Housing Department, shall send written notice to Owner of such violation, the required action to cure and the timing for such cure. If Owner disputes the Housing Department's decision, Owner shall proceed in accordance with the Rules and Regulations.

SECTION 5. DEFAULT REMEDIES. Subject to the notice and cure provisions, if any, of the Housing Department Rules and Regulations in addition to any other remedies the Housing Department may have at law or equity, in the event of a Default, after notice and opportunity to cure as set forth in the preceding section, the Housing Department's remedies shall include, without limitation, as an exercise of its regulatory authority, the following:

- A. Specific Performance. The Housing Department shall have the right of specific performance of these Special Restrictions and the Rules and Regulations, and the right to obtain from any court of competent jurisdiction a temporary restraining order, preliminary injunction and permanent injunction to obtain such performance.
- B. Equitable Relief. In addition to subsection A, any equitable relief provided for herein may be sought singly or in combination with such other remedies as the Housing Department may be entitled to, either pursuant to these Special Restrictions or any other action authorized under the laws of the State of Wyoming.
- C. Enforcement. The Housing Department may, for purposes of enforcing these Special Restrictions or the Rules and Regulations, seek enforcement through the Town or County Land Development Regulations, including but not limited to Division 8.9 Enforcement.

SECTION 6. TERMINATION, AMENDMENT AND CORRECTION OF SPECIAL RESTRICTIONS.

- A. Termination. These Special Restrictions may be terminated after a determination by the insert the Town of Jackson or Teton County, Wyoming that these Special Restrictions are no longer consistent with the insert the Town of Jackson or Teton County, Wyoming goals for affordable housing.
- B. Amendment. These Special Restrictions may be amended by a signed, written amendment executed by the Parties hereto and recorded in the Teton County Clerk's Office against the title to the land, in whole or in part, with the written consent of Owner of the Residential Unit Complex and insert the Town of Jackson or Teton County, Wyoming.
- C. Correction. The Housing Department may unilaterally correct these Special Restrictions to address scrivener's errors, erroneous legal descriptions or typographical errors.

SECTION 7. SPECIAL RESTRICTIONS AS COVENANT. These Special Restrictions shall constitute covenants running with the Residential Units, as a burden thereon, and shall be binding on all parties having any right, title, or interest in the Residential Units, or any part thereof, their heirs, devisees, successors and assigns, and shall inure to the benefit of and shall be enforceable by the Housing Department and insert the Town of Jackson or Teton County, Wyoming. Where these Special Restrictions are silent, the Housing Rules and Regulations govern. These Special Restrictions shall be prior and superior to any mortgage or lien interest encumbering the Land and/or Residential Unit Complex.

SECTION 8. NOTICES. All notices required to be served upon the parties to this Special Restriction shall be transmitted by one of the following methods: hand delivery; prepaid overnight courier; or by postage paid certified mail, return receipt requested, at the address set forth below for said party; or at such other address as one party notifies the other in writing pursuant to this paragraph. Notice shall be effective

when hand delivered, one (1) day after being deposited with an overnight courier or five (5) business days after being placed in the mail. Either party may change its address and/or owner and/or other contact information in the manner provided for giving notice.

To Housing Department

Jackson/Teton County Affordable Housing Department
P.O. Box 714
Jackson, WY 83001

With a Copy to:

insert the Town of Jackson or Teton County.
insert the Town of Jackson or Teton County.
Jackson, WY 83001.

To Owner

SECTION 9. ATTORNEY’S FEES. In the event any party shall be required to retain counsel and file suit for the purpose of enforcing the terms and conditions of these Special Restrictions, the prevailing party shall be entitled to recover, in addition to any other relief recovered, a reasonable sum as determined by the court for attorney’s fees and costs of litigation.

SECTION 10. CHOICE OF LAW, FORUM. These Special Restrictions and each and every related document, are to be governed by and construed in accordance with the laws of the State of Wyoming. The parties agree that the appropriate court in Teton County, Wyoming and/or the Ninth Judicial District for the State of Wyoming shall have sole and exclusive jurisdiction over any dispute, claim, or controversy which may arise involving these Special Restrictions or its subject matter. Owner by accepting a deed for the Land hereby submits to the personal jurisdiction of any such court in any action or proceeding arising out of or relating to this Special Restrictions.

SECTION 11. SEVERABILITY. Each provision of these Special Restrictions and any other related document shall be interpreted in such a manner as to be valid under applicable law; but, if any provision, or any portion thereof, of any of the foregoing shall be invalid or prohibited under said applicable law, such provision shall be deemed modified to the extent necessary and possible to render it valid and enforceable, or if such modification is not possible, such provision shall be ineffective to the extent of such invalidity or prohibition without invalidating the remaining provision(s) of such document.

SECTION 12. SECTION HEADINGS. Paragraph or section headings within these Special Restrictions are inserted solely for convenience or reference, and are not intended to, and shall not govern, limit or aid in the construction of any terms or provisions contained herein.

SECTION 13. WAIVER. No claim of waiver, consent or acquiescence with respect to any provision of these Special Restrictions shall be valid against any party hereto except on the basis of a written instrument executed by the parties to these Special Restrictions. However, the party for whose benefit a condition is inserted herein shall have the unilateral right to waive such condition.

TOWN OF JACKSON

Pete Muldoon, Mayor

ATTEST: _____
By: Sandy Birdyshaw, Town Clerk

STATE OF WYOMING)
) ss.
COUNTY OF TETON)

On the _ day of _____, 20__, the foregoing instrument was acknowledged before me by Pete Muldoon as Mayor, of the Town of Jackson, Wyoming.

Witness my hand and official seal.

(Seal)

Notary Public
My commission expires:

STATE OF WYOMING)
) ss.
COUNTY OF TETON)

On the _ day of _____, 20__, the foregoing instrument was acknowledged before me by Sandy Birdyshaw as Town Clerk, of the Town of Jackson, Wyoming.

Witness my hand and official seal.

(Seal)

Notary Public
My commission expires:

Approved as to form:

JACKSON/TETON COUNTY AFFORDABLE HOUSING DEPARTMENT:

Insert name of Housing Manager, Housing Manager

STATE OF WYOMING)
) ss.
COUNTY OF TETON)

On the day _____ of _____, 20__, the foregoing instrument was acknowledged before me by Insert name of Housing Manager, as Housing Manager of the Jackson/Teton County Affordable Housing Department.

Witness my hand and official seal.

(Seal)

Notary Public
My commission expires:

After Recording, Return to:

NOTICE OF DEFAULT, RIGHT TO CURE & OPTION AGREEMENT

This Notice of Default, Right to Cure & Option Agreement (“Agreement”) is granted to be effective as of the ____ day of ____, 2019 by and between Sagebrush Investors, LLC, a Delaware limited liability company (“Sagebrush”), the Town of Jackson, a Municipal Corporation of the State of Wyoming, (“Town”), and Love Funding Corporation, a Virginia corporation (“LFC”), together (“Parties”).

Recitals

- A. Sagebrush owns the real property located at 550 West Broadway Avenue, Jackson, Wyoming 83001 (the “Property”) more particularly described in the attached **Exhibit A**.
- B. The Town is the regulatory body which governs and enforces development within the Town of Jackson, Wyoming.
- C. Sagebrush has received approval from the Town to construct a 90-unit apartment complex on the Property.
- D. LFC is, as an FHA Lender, providing a loan to Sagebrush which is insured by the U.S. Department of Housing and Urban Development (“HUD”) as Sagebrush Apartments, HUD Project No. 109-35099 (the “Project”) pursuant to Section 221(d)(4) of the National Housing Act, as amended (the “Loan”). The Loan will be evidenced in part by a Note (the “Note”), and Multifamily Mortgage, Assignment of Leases and Rents and Security Agreement (the “Security Instrument”) executed and delivered by Sagebrush to LFC. Additionally, HUD and Sagebrush will also execute a Regulatory Agreement for Multifamily Projects (the “Regulatory Agreement”).
- E. The Town has provided Sagebrush with certain density bonuses for the Project and in connection with such density bonuses, the Town requires that Sagebrush record certain Special Restrictions for Workforce Rental Housing (“Restrictions”) against the Property. In connection with the Loan, HUD will require The Town and Sagebrush to execute the

HUD Rider to Special Restrictions for Workforce Rental Housing (the "HUD Rider"). The Restrictions and HUD Rider have been recorded of even date herewith.

- F. Further, LFC agrees that the Town will have the right, but not the obligation, to cure any such defaults by Sagebrush in the event Sagebrush fails to cure such defaults within the time periods set forth below.
- G. Sagebrush agrees, in the event of an uncured Default continuing for more than 60 days to grant the Town an option to purchase the Property (the "Option").
- H. LFC agrees that in the event of Default under the Loan, unless otherwise required by HUD, LFC will not assign the Loan except as provided in, and subject to the terms of, this Agreement.

In consideration of the foregoing recitals, which are incorporated by reference, together with the mutual covenants and agreements set forth herein, the Parties agree as follows:

1. **Definitions.** All references to "days" in this Agreement shall refer to calendar days.
 - a. "Delinquency" means the failure to make any payment due under the Loan in full within 15 calendar days of the date due.
 - b. "Default" means the failure to make any payment due under the Loan in full within 30 calendar days of the date due.
 - c. "Date of Default" means the 31st day after a payment was due under the Loan if such full payment has not been received.
 - d. "Cure" means to pay in full all amounts due under the Loan as the result of a Default, including the payment of all principal, accrued interest and other amounts due.
 - e. "Assignment" means the assignment of the Loan by LFC to HUD in accordance with applicable HUD requirements as the result of an uncured Default. In the case of a Default, by the 45th day following the Date of Default LFC must either make an election to assign the Loan to HUD or request HUD approval to defer Assignment. In the case of a Default which continues for an additional 30 days, LFC must either make an election to assign the Loan to HUD or request HUD approval of an additional deferment of the Assignment and LFC must make such an election or request an additional deferment of the Assignment for every 30 days in which a Default continues.
2. **Agreement of LFC.** LFC agrees to provide the Town with notice of any Delinquency and Default under the Loan, concurrently with any such notice to Sagebrush; provided, however, that the failure to give notice to the Town will not invalidate or otherwise affect the notice given to Sagebrush. LFC further agrees that, in the event of an uncured Default, subject to the following conditions, and unless otherwise required by HUD, including without limitation, HUD's denial of any request to extend the date of Assignment, LFC will defer Assignment to HUD of the delinquent Loan for a period of

120 days from the Date of Default (i.e., 150 days from the date payment was due): (1) so long as Sagebrush and/or the Town are making good faith efforts [i.e., commercially reasonable efforts] to Cure the Default as determined solely by LFC; and (2) that during such period as the Loan continues to be in Default, and payments by Sagebrush to LFC are less than the amounts required under the terms of the Loan, Sagebrush, or LFC at LFC's request, will hold in trust all rents or other funds derived from the Project that are not required to meet actual and necessary expenses arising in connection with the operation of the Project, including amortization charges, under the Loan.

3. **Agreement of Sagebrush.** Sagebrush maintains all rights to Cure any Default relating to the Loan at any and all times. Sagebrush also grants the Town the right, but not the obligation, to Cure any Default after 60 days from the Date of Default, and LFC agrees to accept any such Cure by the Town. Further, in the event the Town has incurred expenses relating to the Cure of a Default, Sagebrush agrees to reimburse the Town for reasonable expenses incurred to Cure such Default; provided, however, that, so long as Sagebrush is subject to the Regulatory Agreement, any amounts used to reimburse the Town shall be payable solely from "Surplus Cash" as defined in the Regulatory Agreement from other funds not subject to regulation by HUD. The rights of the Town to Cure Defaults shall be self-operative; however, Sagebrush agrees to execute all documents reasonably necessary and required by LFC and/or HUD to allow the Town to Cure such Default as provided in this section.
4. **Option from Sagebrush to the Town.** In the event Sagebrush does not Cure a Default within 60 days of the Date of Default (the "Option Date"), Sagebrush grants the Town the option to purchase the Property ("Option") for the outstanding Loan amount at closing on the Property (including the then applicable prepayment premium, if any, plus all other amounts due under the Loan)(the "Purchase Price"). The Town shall have 60 days from the Option Date [i.e., 120 days from the Date of Default] to exercise the Option by (1) paying the Purchase Price in collectible funds to a title and escrow company of its choosing in Jackson, Wyoming for the benefit of LFC, with the balance, if any, being paid to Sagebrush; provided that the Loan can then be prepaid according to its terms or (2) by submitting a complete Transfer of Physical Assets (TPA) application to HUD to assume the Loan and pay the balance of the Purchase Price, if any, to Sagebrush. If the Purchase Price is not paid (including HUD approval of the TPA application, and assumption of the Loan, if applicable) within 120 days from the Date of Default (i.e., 150 days from the date payment was due) HUD's additional approval to defer the Assignment will be required in HUD's sole discretion. Sagebrush acknowledges that the Town may incur expenses in preparing to exercise its Option, including obtaining an appraisal, performing due diligence or preparing a TPA application (collectively, "Due Diligence Activities"). Therefore, Sagebrush agrees to reimburse the Town for

reasonable expenses incurred by the Town for Due Diligence Activities; provided, however, that, so long as Sagebrush is subject to the Regulatory Agreement, any amounts paid under this Section shall be payable solely from “Surplus Cash” as defined in the Regulatory Agreement or from other funds not subject to regulation by HUD. In the event the Town pays the Purchase Price as provided herein or HUD approves the Town’s TPA application, Sagebrush shall convey the Property by General Warranty Deed to the Town or, in the case of a TPA, to an entity that is an eligible mortgagor under HUD’s rules and regulations, and, if applicable, execute such other documents as required in connection with assumption of the Loan and HUD’s TPA approval.

5. **Termination of Agreement.** This Agreement shall automatically terminate upon the earlier to occur of: (1) Assignment; (2) foreclosure, deed in lieu of foreclosure; (3) transfer of the Project from Sagebrush to the Town upon repayment of the Loan, (4) transfer of the Project to an eligible mortgagor in the case of a TPA and assumption of the Loan; (5) payoff of the Note. Notwithstanding that this Agreement terminates automatically, the Parties shall record a termination of this Agreement in the Teton County Clerk’s office of land records.
6. **Representations and Warranties of LFC.** LFC is a validly existing Virginia corporation in good standing under the laws of the State of Virginia. LFC has the power to execute, deliver and perform this Agreement and has taken all necessary action to authorize the execution, delivery and performance of this Agreement. LFC has executed this Agreement and it constitutes a legal, valid and binding obligation enforceable in accordance with its terms. The execution and delivery of this Agreement does not violate any organizational document of LFC or contravene any statute, law, rule or regulation. No consent or approval of any type is required of LFC for the execution, delivery and performance of this Agreement, other than the approval of HUD of any request to extend the date of Assignment, or the legality, validity, binding effect or enforceability of this Agreement.
7. **Representations and Warranties of Sagebrush.** Sagebrush is a validly existing Delaware limited liability company in good standing under the laws of the State of Wyoming. Sagebrush has the power to execute, deliver and perform this Agreement and has taken all necessary action to authorize the execution, delivery and performance of this Agreement. Sagebrush has executed this Agreement and it constitutes a legal, valid and binding obligation enforceable in accordance with its terms. The execution and delivery of this Agreement does not violate any organizational document of Sagebrush or contravene any statute, law, rule or regulation. No consent or approval of any type is required of Sagebrush for the execution, delivery and performance of this Agreement or the legality, validity, binding effect or enforceability of this Agreement. Sagebrush has

the absolute power and unrestricted right and authority to execute and deliver this Agreement.

8. **Assignment by Sagebrush.** Any assignment by Sagebrush of its rights and obligations under this Agreement shall require prior approval by the Town, which approval shall not be unreasonably withheld by the Town.
9. **Price Protection.** Sagebrush grants the Town the right to approve any additional loans secured by the Property (i.e. other than the Loan described herein), which approval shall not be unreasonably withheld by the Town. Sagebrush shall give the Town 30 days' written notice prior to entering into any additional loans secured by the Property ("Loan Notice"). If the Town has not responded to the Loan Notice within 30 days of receipt, the Town shall have been deemed to have approved the additional loan secured by the Property.
10. **Governing Law & Venue.** This Agreement shall be construed, performed and enforced in accordance with, and governed by, the laws of the State of Wyoming and venue shall lie in Teton County, Wyoming.
11. **Recordation.** This Agreement shall be recorded in the land records of the Office of the Teton County Clerk.
12. **Severability.** This Agreement may be executed in any number of counterparts and each such counterpart shall be deemed to be an original instrument, but all such counterparts together shall constitute but one document.
13. **Entire Agreement.** This Agreement contains the entire agreement of the Parties on the subject matters dealt with herein and supersedes all prior and contemporaneous contracts and understandings of the Parties in connection herewith.
14. **Sovereign Immunity.** The Town does not waive its sovereign or governmental immunity by entering into this Agreement and fully retains all immunities and defenses provided by law with respect to any action based on or occurring as a result of this Agreement.
15. **Conflicts with HUD's Rules and Regulations; Not Binding on HUD.** Nothing in this Agreement shall be binding upon HUD. Nothing in this Agreement shall estop, waive, compromise, impair or prejudice any right HUD may have in the case of a Default under the Loan. Nothing contained in this Agreement shall impair the lien of, the priority of or enforceability of the provisions of the Note, Security Instrument, Regulatory Agreement, or other document executed in connection with the Loan (the "HUD Loan Documents"). In the event of a conflict between this Agreement and the HUD Loan Documents or Program Obligations as that term is defined in the HUD Loan Documents, including those concerning LFC's rights and obligations for Assignment upon a Default, the provisions in the HUD Loan Documents and Program Obligations control.

[remainder of page intentionally left blank – signature pages to follow]

By: _____
Its: _____

STATE OF _____)
) ss
COUNTY OF _____)

(seal)

Notary Public

TOWN OF JACKSON

By: _____

Its: _____

Attest:

By: Sandra P. Birdyshaw

Its: Town Clerk

STATE OF _____)
) ss
COUNTY OF _____)

On this __ day of _____, 2019, before me, the undersigned Notary Public, personally appeared _____ for the Town of Jackson, a Wyoming municipality, and known to me, or proven by satisfactory evidence, to be the _____ of the Town of Jackson that executed the foregoing instrument and acknowledged said instrument to be the free and voluntary act and deed of the Town of Jackson, by authority of Statute, for the uses and purposes therein mentioned, and on oath stated that such person is authorized to execute said instrument on behalf of the town of Jackson.

(seal)

Notary Public

LOVE FUNDING CORPORATION

By: _____
Name: _____
Title: _____

DISTRICT OF COLUMBIA)

The foregoing instrument was acknowledged before me this _____ day of _____, 2019, by _____, _____ of LFC Corporation, a Virginia corporation, on behalf of the corporation.

WITNESS my hand and official seal.

Notary Public

(Seal)

Exhibit A

Legal Description

MEMORANDUM

TO: Mayor and Town Council

FR: Larry Pardee, Town Manager

DT: September 16, 2019

RE: Town Manager's Report

Sales and Lodging Tax

The Town budgeted a total of \$1,161,493 in lodging tax revenues for FY20 from the 30% visitor impact portion combined with the 10% general fund portion. We have collected \$392,274 thus far for FY20 which is 33.8% of total projected collections. Accumulated collections are up 4.8% over this same time last year. September 2019 revenue represents collections from July 2019. These amounts are tracked through the Special Revenue Fund for the Lodging Tax.

The Town budgeted a total of \$16,249,500 in sales tax for FY20. September collections are up 6.4% over the same collection period last year. Collections are currently tracking at \$101,410 less than budgeted. Please remember that we have 9 months of collections remaining for FY20 and we have most of FY20 collections to account for before realizing any unanticipated revenue or overall shortage. September 2019 revenue represents collections from July 2019.

GFOA Award

The Town of Jackson received the Certificate of Achievement for Excellence in Financial Reporting for our comprehensive annual financial report (CAFR) for fiscal year ended 2018 from the Government Finance Officers Association (GFOA). The Certificate of Achievement is the highest form of recognition in governmental accounting and financial reporting, and its attainment represents a significant accomplishment by a government and its management. Kelly Thompson, Finance Director, and his team are to be commended for their work for the public with the Town of Jackson financial records.

Davey Jackson Historical Marker

The local chapter of the Daughters of the American Revolution (DAR) have researched the location of Davey Jackson's remains, located those remains in Paris, TN and have placed a veteran's headstone at the previously unmarked grave there. They have also prepared a commemorative historical plaque that will be placed at that cemetery. They have generously offered to prepare, pay for, and provide an historical marker for the Town of Jackson that provides some brief information about Davey Jackson and informs the public where his remains are buried in TN.

They are planning a commemorative ceremony in April 2020 to occur jointly in TN and in Jackson, WY with representatives from the local chapter making the presentation to the Town.

They are deferring to the Town of Jackson as to what type of an historical marker we would like and where we would like to place it. One option is for a bronze type of an historical marker that is on a post/stand that we could then place in the grass outside of the Town Hall or in another location. However, they would also consider an inside plaque to hang on the wall if that is the Town's preference. They simply would like to make the gift and would let the Town choose the location.

With the acceptance of the Town Manager's report into the record, staff will proceed to work with the DAR for an outdoors, bronze type of an historical marker that is on a post/stand for placement on the lawn at the Town Hall. If the Council would like to provide alternate direction, they are welcome to do so.

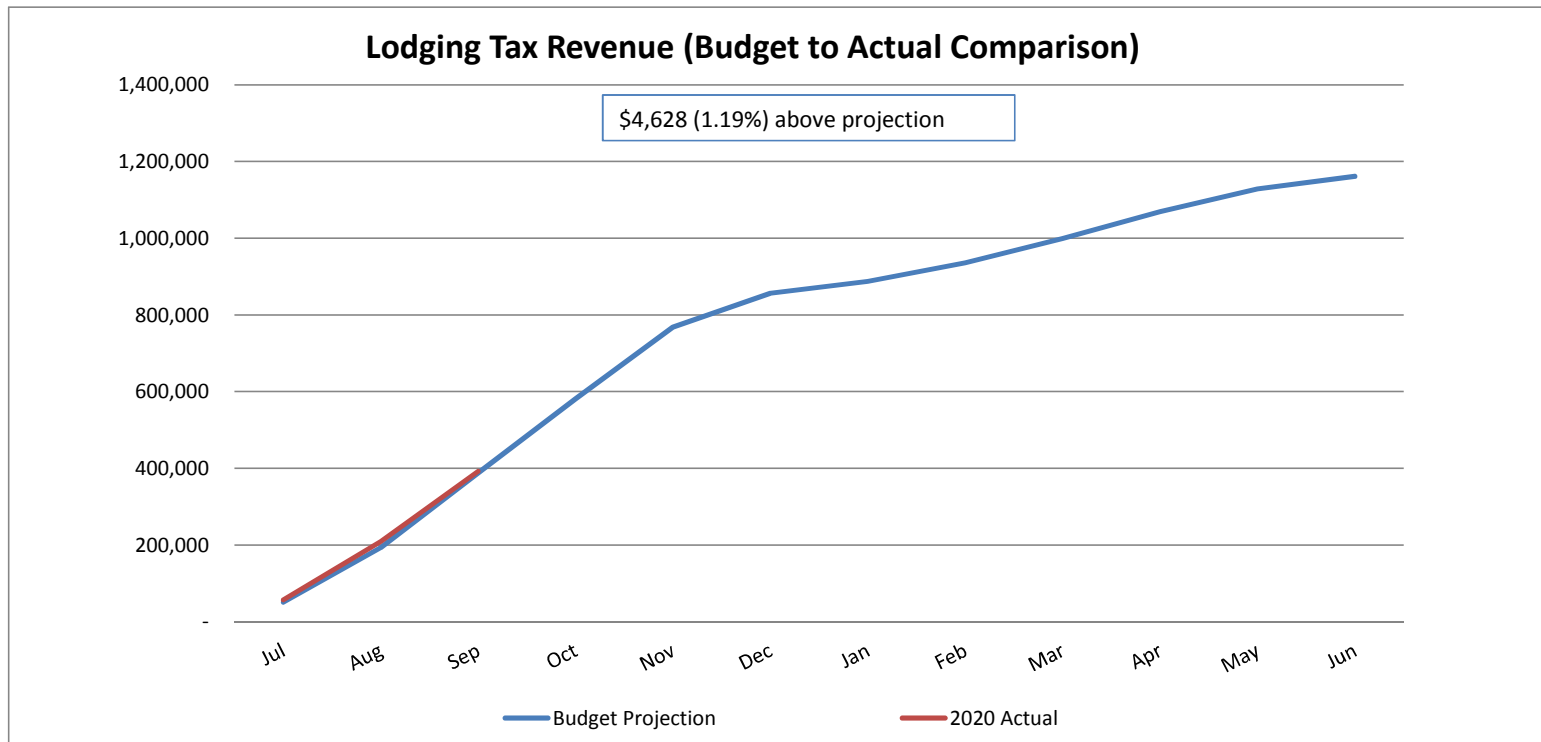
TOWN OF JACKSON, WYOMING
LODGING TAX REPORT
September-19

Month Received (2 mos. lag)	Lodging Tax - Total				Town				County			
	Total	Promotion T&T Board	Visitor Impact	General Fund	Visitor Impact	General Fund	Total	T/C Split Percent	Visitor Impact	General Fund	Total	T/C Split Percent
FY2020:												
July	\$ 309,428	\$ 185,657	\$ 92,828	\$ 30,943	\$ 42,720	\$ 14,240	\$ 56,959	46.0%	\$ 50,109	\$ 16,703	\$ 66,812	54.0%
August	987,736	592,641	296,321	98,774	114,054	38,018	152,072	38.5%	182,267	60,756	243,023	61.5%
September	1,247,568	748,541	374,270	124,757	137,432	45,811	183,243	36.7%	236,838	78,946	315,784	63.3%
October	-	-	-	-	-	-	-	---	-	-	-	---
November	-	-	-	-	-	-	-	---	-	-	-	---
December	-	-	-	-	-	-	-	---	-	-	-	---
January	-	-	-	-	-	-	-	---	-	-	-	---
February	-	-	-	-	-	-	-	---	-	-	-	---
March	-	-	-	-	-	-	-	---	-	-	-	---
April	-	-	-	-	-	-	-	---	-	-	-	---
May	-	-	-	-	-	-	-	---	-	-	-	---
June	-	-	-	-	-	-	-	---	-	-	-	---
Totals	\$ 2,544,731	\$ 1,526,839	\$ 763,419	\$ 254,473	\$ 294,206	\$ 98,069	\$ 392,274	38.5%	\$ 469,214	\$ 156,405	\$ 625,619	61.5%

	Visitor Impact	General Fund	Total
TOJ Budget	\$ 871,120	\$ 290,373	\$ 1,161,493
Budget Remain	\$ 576,914	\$ 192,304	\$ 769,219
Earned			33.8%
Remaining			66.2%

12 Month
Rolling Avg
4.7%

	FY2019 Year-to-Date	FY2020 Year-to-Date	Increase (Decrease)	
T&T 60%:	\$ 1,568,989	\$ 1,526,839	\$ (42,151)	-2.7%
TOJ 30% Visitor:	280,822	294,206	13,383	4.8%
TOJ 10% General:	93,607	98,069	4,461	



TOWN OF JACKSON, WYOMING
SALES TAX COLLECTIONS (4% and 1%)
September-19

Receipt Month	16/17				17/18				18/19				19/20			12 Mth Rolling Avg	Sales Month
	FY2016	FY2017	16/17 Change	Percent Change	FY2018	17/18 Change	Percent Change	FY2019	18/19 Change	Percent Change	FY2020	19/20 Change	Percent Change	Change	Change		
Jul	\$ 713,141	\$ 807,564	\$ 94,423	13.2%	\$ 807,972	\$ 408	0.1%	\$ 890,746	\$ 82,774	10.2%	\$ 916,280	\$ 25,534	2.9%	5.5%	May		
Aug	1,287,639	1,411,501	123,863	9.6%	1,551,376	139,875	9.9%	1,711,050	159,674	10.3%	1,695,936	(15,114)	-0.9%	4.3%	Jun		
Sep	1,705,468	1,920,244	214,777	12.6%	1,971,647	51,402	2.7%	1,979,587	7,941	0.4%	2,106,619	127,032	6.4%	5.1%	Jul		
Oct	1,750,353	1,665,117	(85,236)	-4.9%	1,897,973	232,856	14.0%	1,868,746	(29,227)	-1.5%	-	----	----	----	Aug		
Nov	1,420,820	1,533,746	112,925	7.9%	1,850,527	316,781	20.7%	1,877,983	27,456	1.5%	-	----	----	----	Sep		
Dec	1,002,143	1,046,289	44,146	4.4%	1,054,095	7,806	0.7%	1,335,327	281,232	26.7%	-	----	----	----	Oct		
Jan	600,037	655,026	54,989	9.2%	680,672	25,645	3.9%	745,047	64,375	9.5%	-	----	----	----	Nov		
Feb	831,587	1,032,128	200,542	24.1%	1,166,026	133,898	13.0%	1,195,892	29,866	2.6%	-	----	----	----	Dec		
Mar	850,550	947,188	96,639	11.4%	1,066,105	118,917	12.6%	1,110,735	44,630	4.2%	-	----	----	----	Jan		
Apr	915,256	859,580	(55,676)	-6.1%	1,041,459	181,879	21.2%	1,120,136	78,677	7.6%	-	----	----	----	Feb		
May	842,792	874,371	31,579	3.7%	1,010,453	136,082	15.6%	1,138,194	127,740	12.6%	-	----	----	----	Mar		
Jun	610,312	660,771	50,459	8.3%	728,398	67,628	10.2%	730,042	1,644	0.2%	-	----	----	----	Apr		
Totals	\$ 12,530,098	\$ 13,413,526	\$ 883,428	7.1%	\$ 14,826,704	\$ 1,413,178	10.5%	\$ 15,703,484	\$ 876,780	5.9%	\$ 4,718,834	\$ 137,451	3.0%				

Budgeted Sales Tax for FY 2020 3.50% \$ 16,249,500
Budgeted Sales Tax Year-to-Date 4,820,244
Actual Sales Tax Collected Year-to-Date 4,718,834
Leading (Lagging) Budget - through September \$ (101,410)

