

Jackson Town Council Regular Meeting

February 3, 2020

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
 - New Employee Introduction: Facilities Assistant Win Furber

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. January 6, 2020 regular meeting
 - 2. January 21-22, 2020 retreat special meeting
 - 3. January 28, 2020 special workshop
- B. Disbursements
- C. Municipal Court Report for December 2019
- D. Temporary Sign Permit: Friday Feast (P20-017)
- E. Special Event: 2020 JH Live Concert Series
- F. Special Event: Jackson Hole Rendezvous
- G. Encroachment Agreement at 645 S. Cache Street for Canopy (P19-287)

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

- A. Planning:
 - 1. **Item P19-201:** Snow King Resort Master Association (SKRMA) Master Plan Amendment (Tyler Sinclair) *This item will be continued to February 18, 2020.*
 - 2. **Item P19-229:** Amendment to the Teton Village Master Plan. *This item will be continued to March 2, 2020.*
 - 3. **Item P19-284:** Amend Condition of Approval at 660 Cache Creek Drive (Brendan Conboy)

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.

4. **Item P19-248:** Development Plan for Glenwood Gill Condominiums at 185 N Glenwood (Paul Anthony) *large file takes longer to load*
5. **Item P19-249:** Development Plan for Genevieve Block at 135 E Broadway (Paul Anthony)
6. **Item P19-250:** Fee Waiver Request for Genevieve Block at 135 E Broadway (Paul Anthony)

V. RESOLUTIONS

- A. **Resolution 20-01:** Amendment #2 to Fiscal Year 2020 Budget (Kelly Thompson)

VI. ORDINANCES

- A. **Ordinance L:** An Ordinance Amending and Reenacting Sections 6.10 through 6.90 of the Jackson Municipal Code Related to Liquor Licenses and Permits (Presented for 1st Reading)

VII. MATTERS FROM MAYOR AND COUNCIL

- A. Appointment to the Jackson / Teton County Housing Authority
- B. WAM Winter Conference Travel Approval
- C. Comment Letter to Forest Service regarding Snow King Master Plan
- D. 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

JANUARY 6, 2020

JACKSON, WYOMING

The Jackson Town Council met in regular session in the Council Chambers of the Town Hall located at 150 East Pearl at 6:00 P.M. Upon roll call the following were found to be present:

MAYOR: Pete Muldoon.
COUNCIL: Hailey Morton Levinson, Arne Jorgensen, Jim Stanford, and Jonathan Schechter.
STAFF: Larry Pardee, Tyler Sinclair, Lea Colasuonno, Todd Smith, Roger Schultz, Susan Scarlata, Paul Anthony, Tyler Valentine, Darren Brugmann, Brian Lenz, Stacy Stoker, Johnny Ziem, Michelle Weber, Tim Cole, Amanda White, Carl Pelletier, and Sandy Birdyshaw.

Mayor Muldoon introduced new employees: Associate Engineer Caitlin Barilec, Reserve Police Officer Tim Cole, and Police Officer Amanda White.

Mayor Muldoon read a proclamation for Jackson being named the number one art-vibrant small community and a proclamation for KMTN's 45th Anniversary.

Public Comment. Marty Camino of the Center for the Arts made comment on being named the number one art-vibrant small community.

Consent Calendar. There was no public comment on the Consent Calendar. A motion was made by Hailey Morton Levinson and seconded by Jonathan Schechter to approve the consent calendar including items A-E as presented with the following motions.

- A. **Meeting Minutes.** To approve the meeting minutes as presented for the December 16, 2019 workshop and regular meeting, and the December 18, 2019 special workshop.
- B. **Disbursements.** To approve the disbursements as presented. Ace Hardware \$990.60; Alphagraphics \$342.41; Apex Sage Inc \$420.00; Arcpoint Labs \$25.00; Badger Daylighting Corp \$2,070.79; Bank Of Jackson Hole \$60.00; Big R Ranch & Home \$8.99; Brower Psychological Services Inc \$325.00; Buckrail, LLC \$375.00; C & A Professional Cleaning Serv LLC \$7,490.40; C & A Professional Cleaning Serv LLC \$15,258.65; Carquest Auto Parts Inc. \$682.80; Caselle Inc. \$2,000.00; Cash \$93.42; Casper Star Tribune \$479.00; Cdw-Government \$10,023.00; Center For The Arts \$2,910.00; Centurylink \$2,114.92; Certified Laboratories \$3,718.55; Chitwood, Jessica \$779.35; Christensen, Dustin \$155.00; City Of Driggs \$2,023.91; CMI - Teco \$316.25; Commercial Tire-Id Falls \$7,506.08; Control System Technology, Inc. \$16,261.50; Convergeone, Inc \$26,955.00; Creative Energies, LLC \$8,580.00; Curtis Blue Line \$371.26; Custom Electronic Consultants Inc \$465.00; Day Wireless Systems \$3,000.00; Dean's Pest Controll LLC \$145.00; Detail Driven LLC \$250.00; E.R. Office Express \$301.36; Electrical Wholesale Supply \$331.19; Emerg + A + Care \$251.00; Energy Laboratories Inc. \$228.00; Entenmann-Rovin Co \$252.90; Exposure Signs Inc \$190.00; Fish Creek Vet Clinic, LLC \$30.00; Fitzgerald, Todd \$242.50; Fleetpride \$65.80; Fortress Home Improvements LLC \$42,734.00; Galls Inc. \$785.74; Garcia, Gregorio \$100.00; Geittmann Larson Swift LLP \$1,589.35; GFOA \$460.00; Giger, Mark \$155.00; Gillig LLC \$4,896.51; Health Technology \$1,004.11; High Country Linen \$3,844.86; Hokanson, Donny \$334.32; Hurst, Ron \$31.78; Idaho Tire Recycles \$1,464.00; Industrial Hose & Fitting \$112.45; Interstate Battery \$524.85; Interwest Supply Company \$10,980.40; Jackson Curbside Inc. \$1,825.00; Jackson Hole News & Guide \$9,015.21; Jackson Hole Public Art \$13,413.13; Jackson Hole Title & Escrow Inc \$125.00; Jackson Lumber Inc \$212.80; Jackson Whole Grocer \$5.89; Jelly Donut, LLC \$830.00; Jorgensen Associates, Pc \$39,992.51; Kellerstrass Enterprises, Inc \$44,101.88; Kenworth Sales Company Dept #1 \$2,354.54; Local Gov't Liability Pool \$1,000.00; LSC Transportation Consultants \$13,042.09; Mailfinance \$468.69; Morillon-Arellano, Shellie \$898.74; Mountain Electrical \$1,032.05; Napa Auto Parts Inc. \$1,177.03; National Trade Supply, LLC \$210.00; Nelson Engineering \$22,332.60; On Sight Land Surveyors Inc. \$600.00; Pelletier, Carl \$9,336.10; Phelps, Dennis \$1,500.00; Phillips, James \$49.97; Pine Needle Embroidery \$36.00; Premier Truck- Salt Lake City \$1,003.08; Proforce Law Enforcement \$818.00; Raftelis \$16,302.11; Raudman, Renee \$140.00; Rendezvous Engineering, P.C. \$8,083.70; Rich Broadcasting (Sv/Jx) \$2,646.00; Roberts, Jan \$42.39; Rocky Mountain Fence \$8,119.50; Servpro Of Idaho Falls \$25,883.68; Shuttle Bus Leasing \$47,250.00; Silver Creek Supply \$38.78; Silverstar \$2,314.67; Smart Construction \$21,162.50; Snake River MEP Complete, Inc \$1,015.25; Snake River Roasting \$516.39; Spectrum \$1,617.03; Spring Creek Ranch \$1,500.00; St John's Hospital \$310.00; Swagit Productions, LLC \$1,775.00; Teton County Clerk \$154,595.50; Teton County Sheriff's-Jail \$648.00; Teton County Special Fire Fund \$156,867.07; Teton County-Fund 10 \$57,056.86; Teton County-Fund 13 \$1,188.38; Teton County-Fund 19 \$48,124.39; Teton Motors Inc \$1,313.87; The Results Group, Ltd \$9,000.00; Thomson West \$45.00; Title 22 Consultants \$500.00; Verizon Wireless \$7,460.64; Videki, David

\$1,190.00; Visa \$32,419.62; W.W. Grainger, Inc. \$848.72; Westbank Sanitation \$670.57; Western Municipal Const \$39,815.16; Western Records Destruction \$50.00; Western States Equip Company \$6,328.85; Wyoming Financial Insurance, Inc \$72.00; Wyoming Garage Door, LLC \$3,159.90; Wyoming Inn \$3,000.00; Wyoming Law Enforcement \$766.00; Wyoming.Com Inc \$5.00; Xerox Corporation \$893.37; Yellow Iron Excavation, LLC \$150.00.

- C. **Temporary Sign Permit: Pole Pedal paddle (P19-288).** To approve the temporary banner in conjunction with Jackson Hole Ski Club subject to three (3) conditions of approval: 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 Pole Pedal Paddle sign to be located at 105 Buffalo Way, Albertsons from March 22, 2020 to April 4, 2020, and the Town Downhill sign to be located at 105 Buffalo Way, Albertsons from March 1, 2020 to March 14, 2020.
- D. **Official Depositories for 2020.** To approve the recommendation naming Wells Fargo Bank, Bank of Jackson Hole, and Rocky Mountain Bank as official depositories for the Town of Jackson during 2020.
- E. **Bid 20-09: Vehicle Purchase for Public Works.** To approve Bid# 20-09 for the purchase of two new pickup trucks, subject to any minor revisions by the Town Attorney, and award the bid to Teton Motors of Jackson, WY, in the amount of \$57,244.60.

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

Mayor Muldoon made an adjustment to the agenda by moving Item P19-269 before the Snow King Master Plan item.

Item P19-269: Final Plat at 825 W. Snow King for Grove Phase 3. Tyler Valentine made staff comment. Public comment was given by Kris Greenville of Habitat for Humanity and Stefan Fodor as the applicant's representative.

Based upon the findings as presented in the staff report and as made by the applicant for Item P19-269, a motion was made by Hailey Morton Levinson and seconded by Arne Jorgensen to make findings 1-4 as set forth in Section 8.5.3.C (Subdivision Plat) of the Land Development Regulations relating to 1) Conformance with Development Plan or Development Option Plan; 2) Complies with standards of Section 8.5.3. Subdivision Plat; 3) Complies with standards of Division 7.2. Subdivision Standards; 4) Complies with other relevant standards of these LDRs, to approve a Final Plat for the Grove Condominiums Phase Three Second Filing Addition to the Town of Jackson for the property addressed at 825 W. Snow King Avenue subject to the departmental reviews in the staff report and the following conditions of approval:

1. Within thirty (30) calendar days from the date of Town Council approval, the applicant shall satisfactorily address all comments made by the Town of Jackson and other reviewing entities included in the Departmental Reviews in the staff report and submit the corrections to the Planning Department. The Planning Director shall review and approve all required changes prior to recording the plat with the County Clerk.
2. Park and School Exactions shall be paid at the time of plat recording.

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

Item P19-201: Snow King Resort Master Association (SKRMA) Master Plan Amendment. Tyler Sinclair presented the proposed commitments of SKRMA, Snow King Mountain (or a future owner), and the Town of Jackson.

The Council held discussion with staff and Jeff Golightly of SKRMA, on commitments and compliance, including a minimum of a one percent (1%) fee for overnight lodging and activity ticket sales, a \$500,000 reserve fund generated by the one percent fee would be kept to fund the ski area, tying the \$500,000 to a three or five year CPI adjustment, the shared parking agreement and paving parking lots, and future lease negotiation would be with Snow King Mountain. Discussion shifted to the Transportation Demand Management Plan, percentage of dorm units in the mitigation plan, and worst-case scenarios for end of days.

Item A: A motion was made by Hailey Morton Levinson and seconded by Jonathan Schechter to direct staff to 1) work with the applicant to amend the Snow King Planned Resort District Master Plan subject to the conditions and department reviews from the December 2, 2019 staff report pursuant to the Town Council direction provided at subsequent meetings, 2) make any other necessary edits to the satisfaction of the Community Development Director, Planning Director, and Town Attorney, 3)

obtain SKRMA's formal position on the revised amended conditions; and 4) once staff has obtained SKRMA's formal position on the amendments, bring this item back for final consideration by Town Council at the February 3, 2020 Regular Town Council meeting. Mayor Muldoon called for the vote. The vote showed 4-1 in favor with Stanford opposed. The motion carried.

Item B: A motion was made by Hailey Morton Levinson and seconded by Jonathan Schechter to continue Item P19-201 Sketch Plan for the Snow King Planned Resort District Master Plan to February 3, 2020. 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 Pete Muldoon to read ordinances in the short title. Mayor Muldoon called for the vote. The vote showed 4-0 in favor with Schechter absent. The motion carried.

Ordinance L: An Ordinance Amending and Reenacting Sections 6.10 through 6.90 of the Jackson Municipal Code Related to Liquor Licenses and Permits.

AN ORDINANCE AMENDING AND REENACTING SECTIONS 1 THROUGH 12 OF ORDINANCE NO. 30, SECTIONS 1 AND 2 OF ORDINANCE NO. 89, SECTIONS 1 THROUGH 13 OF ORDINANCE NO. 90, SECTIONS 1 THROUGH 3 OF ORDINANCE NO. 90A, SECTION 1 OF ORDINANCE 106, 172, 375, 388, 389, 456, 503, 504, 516, 569, 577, 605, 714, 823, 828, 960, 1063, 1072, 1076, AND 1185, SECTIONS 1 AND 2 OF ORDINANCE 227, SECTIONS 3 THROUGH 8 OF ORDINANCE 853, SECTIONS 1 AND 2 OF ORDINANCE 969, AND SECTIONS 1 AND 2 OF ORDINANCE 1173; AND SECTIONS 6.10 THROUGH 6.90 OF THE TOWN OF JACKSON MUNICIPAL CODE REGARDING LIQUOR LICENSES AND PERMITS 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:

Public comment was given by Stephan Abrams of The Liquor Store. Staff comment was given by Sandy Birdyshaw, Lea Colasuonno, Todd Smith, and Michelle Weber.

A motion was made by Jim Stanford and seconded by Hailey Morton Levinson to direct staff to make the revisions discussed tonight and bring the ordinance back for first reading at a future meeting. Mayor Muldoon called for the vote. The vote showed all in favor and the motion carried.

Ordinance M: An Ordinance Annexing 1150 Highway 22 into the Corporate Limits of the Town of Jackson, Amending the Zoning District Map, and Amending the Corporate Limits of the Town of Jackson.

AN ORDINANCE ANNEXING CERTAIN REAL PROPERTY INTO THE CORPORATE LIMITS OF THE TOWN OF JACKSON; AMENDING THE ZONING DISTRICT MAP TO INCLUDE THE ANNEXED PROPERTY AND CLASSIFY IT AS A PART OF THE COMMERCIAL RESIDENTIAL (CR-3) ZONING DISTRICT WITHIN THE SCENIC RESOURCES (SRO) AND NATURAL RESOURCES OVERLAY (NRO) DISTRICTS; AMENDING THE CORPORATE LIMITS OF THE TOWN OF JACKSON; AND PROVIDING FOR 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 Jonathan Schechter to approve Ordinance M on third reading and designate it Ordinance 1244. Mayor Muldoon called for the vote. The vote showed all in favor and the motion carried.

Matters from Mayor and Council.

Fees for Charging Electric Vehicles. Johnny Ziem made staff comment regarding imposing fees to charge electric vehicles. A motion was made by Arne Jorgensen and seconded by Hailey Morton Levinson that as the Level 3 charger is installed to direct staff to review appropriate wait fees. Mayor Muldoon called for the vote. The vote showed all in favor and the motion carried.

Parking Enforcement Levels of Service. Jim Stanford made comment. Todd Smith made staff comment. A motion was made by Jim Stanford and seconded by Pete Muldoon that the Chief of Police and Town Manager determine the level of service for parking enforcement during off season months. Mayor Muldoon called for the vote. The vote showed all in favor and the motion carried.

Northern Indigenous Arts & Cultures Festival.

Pete Muldoon made comment on funding this request through the Community Initiatives budget line.

A motion was made by Pete Muldoon and seconded by Hailey Morton Levinson to approve the funding request for the NIAC Festival in the amount of \$7,500 and direct the Town Attorney to prepare a contract for services for this sponsorship. Mayor Muldoon called for the vote. The vote showed all in favor and the motion carried.

Letter to Federal Communications Commission (FCC). Lea Colasuonno made staff comment.

A motion was made by Hailey Morton Levinson and seconded by Jim Stanford to direct staff to finalize and file the Town of Jackson comment to the FCC regarding its Cable Service Change Notifications, Modernization of Media Regulation Initiative, and Amendment of the Commission’s Rules Related to Retransmission Consent, with one minor change as discussed. Mayor Muldoon called for the vote. The vote showed all in favor and the motion carried.

Board and Commission Reports. Hailey Morton Levinson commented on a CAST winter meeting scheduled January 22-24 in Avon, Colorado, and that she and Natalia Macker were scheduled to give a State of the Town and County tomorrow at the Rotary meeting. Jonathan Schechter made comment from the JH Air board meeting.

Town Manager’s Report. A motion was made by Jonathan Schechter 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 solid law enforcement work, FY20 comprehensive annual financial report (CAFR), and the FY21 budget schedule. Todd Smith made staff comment. 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 Jonathan Schechter to adjourn the meeting. Mayor Muldoon called for the vote. The vote showed all in favor and the motion carried. The meeting adjourned at 9:49 p.m. minutes:spb

TOWN OF JACKSON

ATTEST:

Pete Muldoon, Mayor

Sandra P. Birdyshaw, Town Clerk

TOWN COUNCIL PROCEEDINGS - **UNAPPROVED**

JANUARY 21-22, 2020

JACKSON, WYOMING

The Jackson Town Council met in special session for a retreat in the Alpenglow Unit at Spring Creek Ranch located at 1600 North East Butte Road at 8:13 a.m. Upon roll call the following were found to be present:

TOWN COUNCIL: Mayor Pete Muldoon, Vice-Mayor Hailey Morton Levinson, Jim Stanford, Arne Jorgensen, and Jonathan Schechter.

FACILITATOR: Michael McNally with Avia Corporation

STAFF: Larry Pardee, Roxanne Robinson, Tyler Sinclair, Carl Pelletier, Kelly Thompson, Todd Smith, Michael Palazzolo, Johnny Ziem, Paul Anthony, April Norton, Darren Brugmann, Susan Scarlata, Brady Hansen, Steve Ashworth, Floren Poliseo, and Sandy Birdyshaw

Consent Calendar. There was no public comment on the Consent Calendar. A motion was made by Hailey Morton Levinson and seconded by Arne Jorgensen to approve the consent calendar including items A-B as presented with the following motions.

A. **Disbursements.** To approve the disbursements as presented. Ace Hardware \$278.12, Advanced Industrial Supply \$2904.8, Airgas \$1794.02, Alarmlogix \$290.00, Amazon \$4180.25, Antler Motel \$9920.00, Architectural Building Supply \$8270.20, AT&T \$1644.45, Big R \$150.74, BMV \$66.30, Caroline Boston \$350.00, James Bristol \$440.00, Brower Psychological \$325.00, C&A Cleaning \$7768.25, Caselle \$1800.00, CDW-Government \$1068.39, Centurylink \$219.44, Charlier Associates \$11767.77, Charter Communications \$84.99, Climb Wyoming \$1250.00, Codale Electric Supply \$1908.00, Community Safety Network \$700.00, Convergeone \$5767.00, Core & Main \$7602.56, Custom Electronic Consulting \$155.00, David Stubbs \$250.00, Tyler Davis \$63.00, Division of Victim Services \$300.00, ER Office Express \$953.92, Electrical Wholesale \$550.40, Energy 1 \$105.00, Evans Construction \$18475.00, Freedom Mailing \$1776.24, Galls \$647.51, Greenwood Mapping \$720.00, Headwater Construction \$290.00, High Country Linen \$206.55, Hirst Applegate \$4103.64, Vickie Howell \$90.00, Jackson Hole Community Housing \$1250000.00, Jackson Hole Historical Society \$6250.00, Jackson Hole Law \$1505.10, Jackson Hole News & Guide \$5160.39, Jackson Lumber \$10.00, Johnson Roberts & Assoc \$980.0, LN Curtis \$2114.40, Lawngevity \$706.99, Lepco \$707.48, Lexbe \$525.00, LGLP \$1000.00, Logansimpson \$15693.62, Long Building \$2834.00, LVPL \$2364.88, Miller Sanitation \$315.00, One 22 \$454.98, OPS Strategies \$5573.75, Outpost \$189.00, Portis Group \$255.00, Proforce Law Enforcement \$6675.10, Proterra \$265750.00, Thomas Quinn \$26.80, Rafter J \$146.43, Renee Raudman \$12.70, Respond First Aid \$49.82, Rich Broadcasting \$4116.00, Robert Davidson Construction \$31.00, Roxanne Robinson \$95.50, Silverstar \$231393, Christian Smith \$100.00, Snake River Roasting \$342.65, Snow King Hotel \$1384.70, Spectrum \$84.49, St John's Hospital \$260.00, Swagit \$1775.00, TH Carpentry \$25.00, Teton County Housing Authority \$146160.00, Teton County School \$139413.60, Teton County Jail \$1224.00, Teton Trash Removal \$45.50, The Children's Learning Center \$25350.00, Thompson Palmer \$32000.00, Thomson West \$938.85, T-Mobile \$121.66, Toolson Telephone \$7469.88, Trefonas Law \$269.14, Angie Uhl \$780.21, Upper Case Printing \$2966.48, Vazquez-Flores \$740.00, Verizon Wireless \$7535.11, Virginian Village Condo \$1080.00, WAM \$460.00, Westbank Sanitation \$682.95, White Glove Cleaning \$2261.36, Winter & Company \$12815.00, Wyoming Financial Insurance \$36.00, Wyoming Law Enforcement \$175.00, Wyoming Taxpayers Assoc \$195.00, Wyoming.com \$5.00, Yellow Iron Excavation \$414.00.

B. **Malt Beverage Permit.** To approve the issuance of two (2) malt beverage permits to the Jackson Hole Women's Hockey for the women's hockey tournament on January 31, 2020 from 6:00 p.m. to 10:00 p.m. and on February 1, 2020 from Noon to 10:00 p.m., subject to the following conditions: 1. The applicant shall take all measures necessary to comply with all applicable alcohol dispensing laws and regulations, including the prevention of sales to minors and the prohibition of consumption off of the authorized premises. 2. Only 16oz or smaller plastic cups will be used. 3. Every sale will include an age verification by checking IDs. 4. No more than 2 beers may be sold to any one person in a transaction. 5. There will be no serving of alcohol to obviously intoxicated people. 6. Permit holder shall be responsible to be alert and report any instances of underage drinking to the Jackson Police by calling 733-2331. 7. Beer sales will cease within thirty (30) minutes of the end of the last hockey game, or at 10:00 p.m., whichever occurs first.

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

Agenda Overview. Larry Pardee made introductory remarks.

One Word Exercise. Michael McNally facilitated discussion.

Council Working Agreements. McNally reviewed the working agreements.

Department Directors Looking Forward. Each Department Director was given a few minutes to express the opportunities, concerns, and challenges they see during the next five years so Council could gain a better understanding of the Town's organization.

The meeting recessed at 9:55 a.m. and reconvened at 10:13 a.m.

McNally facilitated the Council's response and discussion on staff presentations.

Future Funding of Local Government. Step 1: Expenditures. Sinclair made comment on the four-step process of today's discussion. Pardee made comment on how Jackson's general fund budget compared with general fund budgets of other mountain towns. Sinclair made comment on the Vision and Philosophy of the Comprehensive Plan.

The Council completed an exercise identifying areas or programs to decrease, increase, or add new areas to engage in. And then, to place that program in a Core Services, Programs, or Potential category.

The meeting recessed at 11:56 a.m. and reconvened at 12:53 p.m.

Future Funding of Local Government. Step 2: Revenues. Sinclair facilitated discussion on identifying the desired mix of revenues to support the desired expenditures listed in Step 1. Three frameworks were identified: funding currently allowed and utilized, funding currently allowed but not utilized, and funding not currently allowed nor utilized. Pardee provided an overview of current revenues and potential revenue sources. Sinclair led discussion on possible increases of revenue using the current sources, including fee structures, and housing, parks, and school exactions. In the potential sources category an additional one cent, a property tax, a seventh cent, lodging tax, and bonding were listed.

The meeting recessed at 3:00 p.m. and reconvened at 3:25 p.m.

Future Funding of Local Government. Step 3: Identification / Matching Funding Sources with Expenditures. Pardee and Sinclair recapped the core services, programs, and potential services identified this morning. The Council refined their descriptions and attached an estimate for future expenditure amounts.

Sinclair commented that tomorrow's exercise would be matching funding sources to the identified expenses.

A motion was made by Hailey Morton Levinson and seconded by Arne Jorgensen to recess the special meeting at 4:25 P.M. Mayor Muldoon called for the vote. The vote showed all in favor and the motion carried.

The Jackson Town Council continued in special session on January 22, 2020 at 8:08 a.m. for a retreat in the Alpenglow Unit at Spring Creek Ranch located at 1600 North East Butte Road. Upon roll call the following were found to be present:

TOWN COUNCIL: Mayor Pete Muldoon, Vice-Mayor Hailey Morton Levinson, Arne Jorgensen, and Jonathan Schechter. Jim Stanford arrived at 8:33 a.m.

FACILITATOR: Michael McNally with Avia Corporation

STAFF: Larry Pardee, Roxanne Robinson, Tyler Sinclair, Kelly Thompson, Todd Smith, Brady Hansen, Michael Palazzolo, Johnny Ziem, Paul Anthony, April Norton, Darren Brugmann, Susan Scarlata, Kristi Malone, Steve Ashworth, and Sandy Birdyshaw

Mayor Muldoon made opening remarks including what he hoped would be takeaways from the retreat for Council.

Review, Clarify, and/or Complete Work from Day 1. Pardee facilitated discussion on the services and programs identified yesterday. Staff was given opportunity to suggest additional services or programs.

Future Funding of Local Government. Step 4: Implementation Action Steps. Sinclair recapped the funding sources identified yesterday and facilitated discussion on potentially implementing a seventh cent and crafting a thoughtful letter to the County Commissioners pointing out the needs of the Town and community, notifying the County Clerk by July 16th in order to place the question on the ballot, framing the reasoning for projects to better identify how the community will benefit, keeping in mind who needs to know what and when.

A motion was made by Arne Jorgensen and seconded by Hailey Morton Levinson to direct staff to work with the Mayor to draft a letter to the County regarding the seventh cent and send it to the County. Mayor Muldoon called for the vote. The vote showed all in favor and the motion carried.

Discussion continued on funding through property tax and waiting on this source, the lodging tax and waiting to see what happens in the upcoming legislation session, fees and exactions, bonding as a main source of funding for housing and transportation, and a real estate transfer tax, collecting additional sales tax via professional services, and messaging to the delegates and WAM.

The meeting recessed at 9:27 a.m. and reconvened at 9:50 a.m.

Status of 2019 Council Priorities. 2020 and 2023 Council Priorities and Work Plan. Sinclair facilitated discussion on the council priorities that were named last year and presented the work plan that the priorities generated. The Council named their priorities going forward for 2020 through 2023.

Pardee reviewed tasks that had been completed in 2019 in working toward the Council's 2019 priorities.

Discussion was held on generating a newsletter or some kind of community education reporting and that the frequency of those releases would be determined, also on staff capacity and how to work in the newly listed priorities. Sinclair stepped through the Council's 2020 work plan. McNally discussed self-management, positive intent, trust, and learning to see the opportunity in change. Sinclair stated the new priorities identified today would be combined with those named last year and staff would add their work load capacity with a goal of accomplishing the work plan. Lea Colasuonno gave an update on a town's lodging tax.

The meeting recessed at 11:28 a.m. and reconvened at 12:23 p.m.

Effective Governance and Leadership. McNally facilitated the Council's discussion on the roles and responsibilities of the council and staff, meeting schedules, breaks between meetings, length of meetings, knowing what agenda items are upcoming, striving for efficient meetings, trying to hold executive sessions at the beginning of workshops instead of the end, an interactive landing page for Swagit, shifting planning items to the end of agenda, researching if the planning commission could increase the amount of decisions they make to reduce time needed from the Council, adding a workshop on the second Monday each month to provide more time for the pressing matters, and to have staff review council salaries which were set in 2005. Council Liaison roles and roles of joint powers boards were discussed.

A motion was made by Pete Muldoon and seconded by Hailey Morton Levinson to direct staff to prepare a draft ordinance to update the mayor and council salaries based on inflation/CPI. Mayor Muldoon called for the vote. The vote showed all in favor and the motion carried.

A motion was made by Jim Stanford and seconded by Hailey Morton Levinson to set a special meeting on the second Monday each month. Mayor Muldoon called for the vote. The vote showed all in favor and the motion carried.

A motion was made by Hailey Morton Levinson and seconded by Arne Jorgensen to direct staff to review with Department Directors and research what would be helpful to Council, and bring back information on either disbanding boards, provide it with more power, or leave it status quo. Mayor Muldoon called for the vote. The vote showed 5-1 in favor with Schechter opposed due to clarity. The motion carried.

Further discussion was held on the governance roles of the Mayor, Town Council, and staff, interaction with public comment, a council request to staff versus a single council member making a request, working agreements, a new disclosure before public comment that council would not immediately respond to questions but may direct staff to do so, and communication styles.

The meeting recessed at 2:56 p.m. and reconvened at 3:12 p.m.

Retreat Summary, Closing Remarks, and Next Steps. McNally called the retreat finished. Pardee recapped the retreat discussion. McNally recapped the things that worked during the retreat – taking a strategic approach, being open and honest, trusting each other, making policy decisions, and aiming high. Things to change next time included a comfortable temperature, include dessert, and continuing to build relationships.

A motion was made by Hailey Morton Levinson and seconded by Jim Stanford to continue the discussion on housing mitigation and text amendment to the next available meeting. 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 on January 22, 2020 at 3:27 p.m. minutes:spb

TOWN OF JACKSON

ATTEST:

Pete Muldoon, Mayor

Sandra P. Birdyshaw, Town Clerk

JHNAG Publish: February 5, 2020

TOWN COUNCIL PROCEEDINGS - UNAPPROVED

JANUARY 28, 2020

JACKSON, WYOMING

The Jackson Town Council met in a special workshop session in the Council Chambers of the Town Hall located at 150 East Pearl at 3:02 P.M. Upon roll call the following were found to be present:

MAYOR: Pete Muldoon.

COUNCIL: Hailey Morton Levinson, Arne Jorgensen, Jim Stanford, and Jonathan Schechter.

STAFF: Larry Pardee, Tyler Sinclair, Lea Colasuonno, Susan Scarlata, April Norton, Paul Anthony, and Sandy Birdyshaw.

Board Interviews for Jackson / Teton County Housing Authority. The Mayor and Town Council interviewed Chris Beda and Estela Torres for a seat on the Housing Authority.

Housing Development for West Kelly Avenue. April Norton made staff comment workforce housing development at 430 & 440 West Kelly Avenue and that previously, the Council had favored twelve and sixteen-unit proposals. Key issues were presented for Council's consideration: 1) Bedrooms vs. Units. Three options were proposed with different unit/bedroom mixes. 2) Rights of First Purchase ("ROFP") for Town Employees. Since this development would be on Town-owned property, would the Council wish to secure Rights of First Purchase for some units? 3) Additional Investment. Would the Council wish to invest more in the project to increase the affordability of the project?

The Council held discussion with staff on the number of people on waiting lists, the deed restrictions, and the number of stories.

Public comment was given by Perri Stern, Kevin Cavanaugh, Michael Stern, Bruce Hawtin, Chris Owen, State Representative Mike Yin, Laura Bonich, and Sandy Shuptrine.

Further discussion included the three-story design or redesigning for a two-story, deed restricted units in the pipeline, and designing a livable sixteen-unit option.

A motion was made by Hailey Morton Levinson and seconded by Arne Jorgensen to direct staff to draft a Ground Lease for the development of 430 & 440 West Kelly Avenue for up to 16 permanently deed restricted homes and to include four Rights of First Purchase for Town employees and to bring the Ground Lease back to the Council at a future regular meeting. The Council held further discussion. Mayor Muldoon called for the vote. The vote showed 3-2 in favor, with Stanford and Schechter opposed. The motion carried.

Request from Mayor: LDR Text Amendment for Housing Mitigation. Mayor Muldoon made a proposal to the Council to consider a text amendment to the Land Development Regulations related to a seventh penny of sales tax and generating additional funding for housing.

A motion was made by Hailey Morton Levinson and seconded by Arne Jorgensen to direct staff to work with the Mayor to study the feasibility of this concept and bring it back to Council at a later date. The Council held discussion on the proposal. 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 and the motion carried. The meeting adjourned at 4:37 P.M. minutes:spb

TOWN OF JACKSON

ATTEST:

Pete Muldoon, Mayor

Sandra P. Birdyshaw, Town Clerk

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
51	ACE HARDWARE	675479	STAPLES	10/29/2019	5.49	5.49	01/30/2020
51	ACE HARDWARE	684015	POLY SCOOP	01/05/2020	49.99	49.99	01/30/2020
51	ACE HARDWARE	684076	GLASS LENS MAGNIFIERS	01/06/2020	4.99	4.99	01/30/2020
51	ACE HARDWARE	684562	AML LONG HANDLE POLY	01/10/2020	47.99	47.99	01/30/2020
51	ACE HARDWARE	684699	ADHESIVE	01/11/2020	8.99	8.99	01/30/2020
51	ACE HARDWARE	684729	HOSE CLAMP FILE	01/11/2020	10.47	10.47	01/30/2020
51	ACE HARDWARE	685519	KEYKRAFTER BRASS KEY	01/20/2020	11.96	11.96	01/30/2020
51	ACE HARDWARE	686055	ICE MELT	01/24/2020	33.98	33.98	01/30/2020
Total 51:					173.86	173.86	
21	ADVANCED INDUSTRIAL SUPP	5180885	GLOVE MECHANIX	12/09/2019	323.99	323.99	01/30/2020
21	ADVANCED INDUSTRIAL SUPP	5180886	SAFETY GLASS AMBER LENS A	12/09/2019	72.71	72.71	01/30/2020
21	ADVANCED INDUSTRIAL SUPP	5180949	SAFETY GLASS AMBER LENS A	12/09/2019	171.47	171.47	01/30/2020
21	ADVANCED INDUSTRIAL SUPP	5180951	SENSOR FOR MX4/VENTIS, FR	12/09/2019	206.41	206.41	01/30/2020
21	ADVANCED INDUSTRIAL SUPP	5180969	SAFETY GLASS AMBER LENS A	12/09/2019	202.54	202.54	01/30/2020
21	ADVANCED INDUSTRIAL SUPP	5180970	SAFETY GLASS AMBER LENS A	12/09/2019	109.06	109.06	01/30/2020
Total 21:					1,086.18	1,086.18	
4730	ADVANCED PUMP & EQUIPME	9708	SERVICE CALL- ONE TECH: TR	01/14/2020	710.00	710.00	01/30/2020
Total 4730:					710.00	710.00	
5726	AMAZON	1K1L-93QW-H	IPAD COVER	01/21/2020	37.99	37.99	01/30/2020
5726	AMAZON	1RNN-QGPL-X	CYBER POWER SINEWACE UP	12/03/2019	519.80	519.80	01/30/2020
5726	AMAZON	1YV9-KW67-3L	UPS BATTERY	01/03/2020	131.97	131.97	01/30/2020
Total 5726:					689.76	689.76	
2458	AMERIGAS	3101232332	PROPANE FOR EAST TANK: 12/	01/08/2020	1,810.90	1,810.90	01/30/2020
2458	AMERIGAS	3101232341	PROPANE FOR MIDDLE TANK:	01/08/2020	1,818.75	1,818.75	01/30/2020
2458	AMERIGAS	3101232346	PROPANE FOR WEST TANK: 12	01/08/2020	524.01	524.01	01/30/2020
Total 2458:					4,153.66	4,153.66	
6062	ANDERSON, JACOB	4766636	REIMBURSTMENT SAFETY BO	01/24/2020	100.00	100.00	01/30/2020
Total 6062:					100.00	100.00	
6575	APEX SAGE INC	2302	915 SIMON REPAIR BATHROO	01/28/2020	1,785.00	1,785.00	01/30/2020
6575	APEX SAGE INC	2302	915 SIMON REPAIR BATHROO	01/28/2020	1,785.00	1,785.00	01/30/2020
Total 6575:					3,570.00	3,570.00	
4389	APPLE INC	AB22613243	IPAD PRO KEYBOARD	12/19/2019	298.00	298.00	01/30/2020
4389	APPLE INC	AB22686375	IPAD PRO	12/18/2019	1,348.00	1,348.00	01/30/2020
Total 4389:					1,646.00	1,646.00	
3487	ARCHITECTURAL BUILDING SU	71059804	18 CR F STY RHR & LHR, HING	01/08/2020	1,015.90	1,015.90	01/30/2020
3487	ARCHITECTURAL BUILDING SU	71059805	MECHANICAL PUSHBUTTON L	01/06/2020	601.20	601.20	01/30/2020
3487	ARCHITECTURAL BUILDING SU	71059806	MECHANICAL PUSHBUTTON L	01/06/2020	601.20	601.20	01/30/2020

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total 3487:					2,218.30	2,218.30	
1783	AT&T	287259163099	MONTHLY CHARGES	01/08/2020	1,304.43	1,304.43	01/30/2020
1783	AT&T	287272169264	MONTHLY CHARGES	01/12/2020	43.23	43.23	01/30/2020
Total 1783:					1,347.66	1,347.66	
4774	BIG R RANCH & HOME	1416337	BATTERY	11/27/2019	6.49	6.49	01/30/2020
4774	BIG R RANCH & HOME	1421784	6' HEAT TAPE, APPLICATION T	12/31/2019	35.98	35.98	01/30/2020
4774	BIG R RANCH & HOME	1421794	ALKALINE D 12PK	12/31/2019	16.99	16.99	01/30/2020
4774	BIG R RANCH & HOME	1421810	JACKET	12/31/2019	119.99	119.99	01/30/2020
4774	BIG R RANCH & HOME	1421837	ENERGIZER AAA BATTERY 8 P	12/31/2019	9.99	9.99	01/30/2020
Total 4774:					189.44	189.44	
1560	BLUE SPRUCE CLEANERS,INC	01012020	DRY CLEANING	01/01/2020	168.59	168.59	01/30/2020
Total 1560:					168.59	168.59	
2850	BMV LLC	1382	SHIPPING: WWTP SAMPLES- W	01/22/2020	36.22	36.22	01/30/2020
Total 2850:					36.22	36.22	
4634	BREAKFAST ROTARY OF JH	2322	QUARTLEY DUES WEBER	01/15/2020	175.00	175.00	01/30/2020
Total 4634:					175.00	175.00	
4473	BROWER PSYCHOLOGICAL SE	1873	EVALUATION	12/23/2019	325.00	325.00	01/30/2020
Total 4473:					325.00	325.00	
6156	BUCKRAIL	1055	MEMBERSHIP SUBSCRIPTION	01/30/2020	375.00	375.00	01/30/2020
6156	BUCKRAIL	1055	MEMBERSHIP SUBSCRIPTION	01/30/2020	375.00	375.00	01/30/2020
Total 6156:					750.00	750.00	
4614	C & A PROFESSIONAL CLEANI	JAN 2020- BU	CLEANING SERVICES @ BUNK	01/20/2020	94.95	94.95	01/30/2020
Total 4614:					94.95	94.95	
447	CDW-GOVERNMENT	WJM0201	LIND ADAPTER	01/08/2020	44.11	44.11	01/30/2020
Total 447:					44.11	44.11	
6113	CENTER OF WONDER	093019	ARTS FOR ALL GRANT	09/30/2019	2,060.00	2,060.00	01/30/2020
6113	CENTER OF WONDER	123119	ARTS FOR ALL GRANT	12/31/2019	2,060.00	2,060.00	01/30/2020
Total 6113:					4,120.00	4,120.00	
544	CENTURYLINK	1484761249	307-733-3932	01/19/2020	161.88	161.88	01/30/2020
544	CENTURYLINK	307-111-5050	307-111-5050	01/07/2020	1,884.42	1,884.42	01/30/2020
544	CENTURYLINK	307-733-3106	307-733-3106	01/13/2020	36.86	36.86	01/30/2020
Total 544:					2,083.16	2,083.16	
6532	CHARTER PLACE LLC	54	INSTALLATION OF FENCE SPRI	09/19/2019	4,730.00	4,730.00	01/30/2020

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total 6532:					4,730.00	4,730.00	
6006	CHILEN, PAT	1416336	REIMBUSTMENT FOR HI-VIS WI	11/27/2019	164.99	164.99	01/30/2020
Total 6006:					164.99	164.99	
6114	CLIMB WYOMING	093019	1ST QUARTER	09/30/2019	1,250.00	1,250.00	01/30/2020
Total 6114:					1,250.00	1,250.00	
4887	CONTROL SYSTEM TECHNOLO	9504	CONTROL SERVICE- RESET SN	01/13/2020	250.00	250.00	01/30/2020
Total 4887:					250.00	250.00	
3001	CREATIVE ENERGIES, LLC	4935	P.O. #: GROUND FAULT SERVI	08/19/2019	444.00	444.00	01/30/2020
Total 3001:					444.00	444.00	
611	CUMMINS ROCKY MOUNTAIN L	60-68017	ANNUAL INSPECTION ONAN G	01/10/2020	194.41	194.41	01/30/2020
611	CUMMINS ROCKY MOUNTAIN L	60-68018	SERVICE CALL- TECH COME C	01/10/2020	226.51	226.51	01/30/2020
611	CUMMINS ROCKY MOUNTAIN L	60-68019	ANNUAL INSPECTION ONAN G	01/10/2020	98.14	98.14	01/30/2020
Total 611:					519.06	519.06	
6597	DAHL, JACOB	425074	SAFETY BOOT REIMBURSTME	12/17/2019	100.00	100.00	01/30/2020
Total 6597:					100.00	100.00	
6243	DAY WIRELESS SYSTEMS	7101	UPDATE PROGRAMMING IN 2-	12/23/2019	130.00	130.00	01/30/2020
Total 6243:					130.00	130.00	
3408	E.R. OFFICE EXPRESS	14674	FOLDERS	01/15/2020	58.53	58.53	01/30/2020
3408	E.R. OFFICE EXPRESS	14726	PAPER	01/22/2020	31.68	31.68	01/30/2020
3408	E.R. OFFICE EXPRESS	14726	PAPER	01/22/2020	253.62	253.62	01/30/2020
Total 3408:					343.83	343.83	
6522	EAGLE TOWING LLC	0222	TOW	01/12/2020	125.00	125.00	01/30/2020
Total 6522:					125.00	125.00	
721	EMERG + A + CARE	944004316	PRE EMPLOYMENT POLICE	12/20/2019	502.00	502.00	01/30/2020
Total 721:					502.00	502.00	
1134	ENERGY LABORATORIES INC.	287096	INFLUENT, CELL 1, 3A, 3B2, 4D,	12/26/2019	114.00	114.00	01/30/2020
1134	ENERGY LABORATORIES INC.	288121	INFLUENT, EFFLUENT	01/02/2020	114.00	114.00	01/30/2020
1134	ENERGY LABORATORIES INC.	290622	INFLUENT, EFFLUENT	01/15/2020	114.00	114.00	01/30/2020
1134	ENERGY LABORATORIES INC.	290627	INFLUENT, EFFLUENT	01/15/2020	114.00	114.00	01/30/2020
Total 1134:					456.00	456.00	
1634	ENTENMANN-ROVIN CO	0148966-IN	MEDAL of BRAVERY	01/10/2020	133.00	133.00	01/30/2020
Total 1634:					133.00	133.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
6552	ETNA TRADE PARK LLC	01302020	propane for building star valley	01/30/2020	1,364.37	.00	
Total 6552:					1,364.37	.00	
81	EVANS CONSTRUCTION INC	6108	WINTER SALT AND SAND	10/30/2019	18,475.00	18,475.00	01/30/2020
Total 81:					18,475.00	18,475.00	
4294	FIRE SERVICES OF IDAHO	53332P	ANNUAL SERVICE	01/10/2020	67.00	67.00	01/30/2020
Total 4294:					67.00	67.00	
668	FREEDOM MAILING SERVICE I	37532	BUSINESS LICENSE MAILINGS	01/25/2020	271.04	271.04	01/30/2020
Total 668:					271.04	271.04	
6126	GARMIN USA	DL14277650	MONTHLY SERVICE	01/27/2020	64.95	64.95	01/30/2020
Total 6126:					64.95	64.95	
4271	GRAND TARGHEE RESORT	01282020	FEDERAL GRANT REIMBURSE	01/28/2020	21,019.00	21,019.00	01/30/2020
Total 4271:					21,019.00	21,019.00	
6601	HAIGH, THOMAS	244	DJ SERVICES	01/21/2020	500.00	500.00	01/30/2020
Total 6601:					500.00	500.00	
4988	HD FOWLER COMPANY	15366698	6" CLA-VAL MODEL REBUILD KI	01/08/2020	2,685.20	2,685.20	01/30/2020
4988	HD FOWLER COMPANY	15368706	INBOUND FRT/ BILLABLES	01/10/2020	75.00	75.00	01/30/2020
Total 4988:					2,760.20	2,760.20	
96	HIGH COUNTRY LINEN	0160650	UNIFORMS	10/24/2019	9.70	9.70	01/30/2020
96	HIGH COUNTRY LINEN	0160650	UNIFORMS	10/24/2019	9.70	9.70	01/30/2020
96	HIGH COUNTRY LINEN	0160650	UNIFORMS	10/24/2019	19.40	19.40	01/30/2020
96	HIGH COUNTRY LINEN	0160650	UNIFORMS	10/24/2019	24.25	24.25	01/30/2020
96	HIGH COUNTRY LINEN	0160650	UNIFORMS	10/24/2019	21.82	21.82	01/30/2020
96	HIGH COUNTRY LINEN	0160650	UNIFORMS	10/24/2019	46.08	46.08	01/30/2020
96	HIGH COUNTRY LINEN	0160650	UNIFORMS	10/24/2019	38.80	38.80	01/30/2020
96	HIGH COUNTRY LINEN	0160650	BUILDING MAINT	10/24/2019	53.05	53.05	01/30/2020
96	HIGH COUNTRY LINEN	0160650	UNIFORMS	10/24/2019	23.76	23.76	01/30/2020
96	HIGH COUNTRY LINEN	0166436	MATS @ TOWN HALL	12/03/2019	205.30	205.30	01/30/2020
96	HIGH COUNTRY LINEN	0167820	MATS @ START	12/11/2019	257.90	257.90	01/30/2020
96	HIGH COUNTRY LINEN	0167921	UNIFORMS	12/12/2019	24.25	24.25	01/30/2020
96	HIGH COUNTRY LINEN	0167921	BUILDING MAINT	12/12/2019	20.00	20.00	01/30/2020
96	HIGH COUNTRY LINEN	0167921	UNIFORMS	12/12/2019	9.70	9.70	01/30/2020
96	HIGH COUNTRY LINEN	0167921	UNIFORMS	12/12/2019	38.80	38.80	01/30/2020
96	HIGH COUNTRY LINEN	0167921	UNIFORMS	12/12/2019	19.40	19.40	01/30/2020
96	HIGH COUNTRY LINEN	0167921	UNIFORMS	12/12/2019	19.40	19.40	01/30/2020
96	HIGH COUNTRY LINEN	0167921	UNIFORMS	12/12/2019	48.50	48.50	01/30/2020
96	HIGH COUNTRY LINEN	0168530	MATS @ PUBLIC RESTROOMS	12/16/2019	25.31	25.31	01/30/2020
96	HIGH COUNTRY LINEN	0168757	MATS @ TOWN HALL	12/17/2019	194.65	194.65	01/30/2020
96	HIGH COUNTRY LINEN	0168902	MATS @ SHELTER	12/18/2019	61.93	61.93	01/30/2020
96	HIGH COUNTRY LINEN	0169122	UNIFORMS	12/19/2019	38.80	38.80	01/30/2020
96	HIGH COUNTRY LINEN	0169122	UNIFORMS	12/19/2019	53.05	53.05	01/30/2020
96	HIGH COUNTRY LINEN	0169122	UNIFORMS	12/19/2019	46.08	46.08	01/30/2020
96	HIGH COUNTRY LINEN	0169122	UNIFORMS	12/19/2019	9.70	9.70	01/30/2020

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
96	HIGH COUNTRY LINEN	0169122	UNIFORMS	12/19/2019	19.40	19.40	01/30/2020
96	HIGH COUNTRY LINEN	0169122	UNIFORMS	12/19/2019	21.82	21.82	01/30/2020
96	HIGH COUNTRY LINEN	0169122	UNIFORMS	12/19/2019	24.25	24.25	01/30/2020
96	HIGH COUNTRY LINEN	0169780	ODOR CONTROL RESTROOMS	12/23/2019	7.50	7.50	01/30/2020
96	HIGH COUNTRY LINEN	0170291	BUILDING MAINT	12/26/2019	20.00	20.00	01/30/2020
96	HIGH COUNTRY LINEN	0170291	UNIFORMS	12/26/2019	9.70	9.70	01/30/2020
96	HIGH COUNTRY LINEN	0170291	UNIFORMS	12/26/2019	38.80	38.80	01/30/2020
96	HIGH COUNTRY LINEN	0170291	UNIFORMS	12/26/2019	19.40	19.40	01/30/2020
96	HIGH COUNTRY LINEN	0170291	UNIFORMS	12/26/2019	19.40	19.40	01/30/2020
96	HIGH COUNTRY LINEN	0170291	UNIFORMS	12/26/2019	48.50	48.50	01/30/2020
96	HIGH COUNTRY LINEN	0170291	UNIFORMS	12/26/2019	24.25	24.25	01/30/2020
96	HIGH COUNTRY LINEN	0170998	MATS @ PUBLIC RESTROOMS	12/30/2019	25.31	25.31	01/30/2020
96	HIGH COUNTRY LINEN	0171223	MATS @ TOWN HALL	12/31/2019	199.90	199.90	01/30/2020
96	HIGH COUNTRY LINEN	0171362	BUILDING MAINT @ TOJ WWTP	01/01/2020	86.57	86.57	01/30/2020
96	HIGH COUNTRY LINEN	0172735	MATS @ START	01/08/2020	257.90	257.90	01/30/2020
96	HIGH COUNTRY LINEN	0172840	UNIFORM: UNIFOMRS ADMIN	01/09/2020	9.70	9.70	01/30/2020
96	HIGH COUNTRY LINEN	0172840	UNIFORM: UNIFOMRS SEWER	01/09/2020	19.40	19.40	01/30/2020
96	HIGH COUNTRY LINEN	0172840	UNIFORM: UNIFOMRS WWTP	01/09/2020	24.25	24.25	01/30/2020
96	HIGH COUNTRY LINEN	0172840	UNIFORM: UNIFOMRS WATER	01/09/2020	19.40	19.40	01/30/2020
96	HIGH COUNTRY LINEN	0172840	UNIFORM: UNIFOMRS STREET	01/09/2020	48.50	48.50	01/30/2020
96	HIGH COUNTRY LINEN	0172840	UNIFORM: UNIFOMRS FLEET	01/09/2020	38.80	38.80	01/30/2020
96	HIGH COUNTRY LINEN	0172840	BUILDING MAINT @ PUBLIC W	01/09/2020	20.00	20.00	01/30/2020
96	HIGH COUNTRY LINEN	0173730	MATS @ TOWN HALL	01/14/2020	199.90	199.90	01/30/2020
96	HIGH COUNTRY LINEN	0173836	MATS @ SHELTER	01/15/2020	61.93	61.93	01/30/2020
96	HIGH COUNTRY LINEN	0174725	BUILDING MAINT @ TOJ HOME	01/20/2020	7.50	7.50	01/30/2020
96	HIGH COUNTRY LINEN	0176010	MATS @ TOWN HALL	01/27/2020	199.90	199.90	01/30/2020
96	HIGH COUNTRY LINEN	C0167174	CREDIT	12/06/2019	53.75-	53.75-	01/30/2020
96	HIGH COUNTRY LINEN	F0000020	MATS @ START	12/11/2019	257.90	257.90	01/30/2020
96	HIGH COUNTRY LINEN	S0166288	PAPER PRODUCTS FOR START	12/02/2019	252.51	252.51	01/30/2020
96	HIGH COUNTRY LINEN	S0167168	PAPER PRODUCTS @ TOJ RES	12/06/2019	164.50	164.50	01/30/2020
96	HIGH COUNTRY LINEN	S0168591	BUS AND GARAGE SUPPLIES	12/16/2019	122.30	122.30	01/30/2020
96	HIGH COUNTRY LINEN	S0168591	BUS AND GARAGE SUPPLIES	12/16/2019	48.60	48.60	01/30/2020
96	HIGH COUNTRY LINEN	S0168817	AIR FRESHNER	12/17/2019	16.60	16.60	01/30/2020
96	HIGH COUNTRY LINEN	S0169828	PAPER PRODUCTS @ PW	12/23/2019	232.14	232.14	01/30/2020
96	HIGH COUNTRY LINEN	S0169844	PAPER PRODUCTS @ TOJ RES	12/23/2019	219.50	219.50	01/30/2020
96	HIGH COUNTRY LINEN	S0169857	CLEANING SUPPLIES @ START	12/23/2019	44.50	44.50	01/30/2020
96	HIGH COUNTRY LINEN	S0172483	PAPER PRODUCTS @ START	01/07/2020	265.25	265.25	01/30/2020
96	HIGH COUNTRY LINEN	S0173332	PAPER PRODUCTS FOR TOWN	01/13/2020	363.75	363.75	01/30/2020
96	HIGH COUNTRY LINEN	S0173338	BUILDING MAINT @ TOJ RESTR	01/11/2020	311.85	311.85	01/30/2020
96	HIGH COUNTRY LINEN	S0174235	TABLE CLOTHES FOR PARTY	01/17/2020	122.00	122.00	01/30/2020
96	HIGH COUNTRY LINEN	S0174860	BUILDING MAINT @ PUBLIC W	01/20/2020	43.70	43.70	01/30/2020
Total 96:					5,202.66	5,202.66	
503	HUNT CONSTRUCTION INC	8995	ASPHALT SEAL ETNA BLDING	11/22/2019	1,975.00	1,975.00	01/30/2020
Total 503:					1,975.00	1,975.00	
6157	INTELLICHOICE, INC	1230004	2ND YEAR FORWARD LICENSE	01/15/2020	10,002.45	10,002.45	01/30/2020
Total 6157:					10,002.45	10,002.45	
2	JACKSON CURBSIDE INC.	00027549	RECYCLING COLLECTION @ D	01/10/2020	985.00	985.00	01/30/2020
Total 2:					985.00	985.00	
258	JACKSON HOLE COMMUNITY C	01222020	3RD QUARTER PAYMENT	01/22/2020	25,000.00	25,000.00	01/30/2020

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total 258:					25,000.00	25,000.00	
131	JACKSON HOLE NEWS & GUID	306910	POLICE OFFICER AD#373674	01/08/2020	376.20	376.20	01/30/2020
131	JACKSON HOLE NEWS & GUID	307041	AD#374928 P19-248	01/08/2020	29.23	29.23	01/30/2020
131	JACKSON HOLE NEWS & GUID	307042	AD#374929 P19-284	01/08/2020	29.23	29.23	01/30/2020
131	JACKSON HOLE NEWS & GUID	307043	AD#374932 P19-249	01/08/2020	29.23	29.23	01/30/2020
131	JACKSON HOLE NEWS & GUID	307044	AD#374931 P19-187	01/08/2020	25.05	25.05	01/30/2020
131	JACKSON HOLE NEWS & GUID	307215	AD#375110 INFO CORD	01/15/2020	188.10	188.10	01/30/2020
131	JACKSON HOLE NEWS & GUID	307216	AD#375104 INFO CORD	01/15/2020	376.20	376.20	01/30/2020
131	JACKSON HOLE NEWS & GUID	307314	AD#375260 JAN 6 MEETING	01/15/2020	392.45	392.45	01/30/2020
131	JACKSON HOLE NEWS & GUID	307315	AD#375261 JAN 6 MEETING	01/15/2020	601.20	601.20	01/30/2020
131	JACKSON HOLE NEWS & GUID	307360	AD#374927- RFB: CENTER ST	01/15/2020	258.86	258.86	01/30/2020
131	JACKSON HOLE NEWS & GUID	307561	AD#375594 P19-262	01/22/2020	37.58	37.58	01/30/2020
Total 131:					2,343.33	2,343.33	
6331	JACKSON TOWING PARTNERS	19-4309	BUS TOW	12/31/2019	600.00	600.00	01/30/2020
Total 6331:					600.00	600.00	
5155	JELLY DONUT, LLC	123119	WINDSHIELD REPAIRS	12/31/2019	370.00	370.00	01/30/2020
Total 5155:					370.00	370.00	
123	JIM & GREG THE LOCKSMITHS	48071	DUPLICATE KEYS (10)	01/17/2020	35.00	35.00	01/30/2020
Total 123:					35.00	35.00	
139	JORGENSEN ASSOCIATES, PC	43876	PROJ: 06013- START BUS SYST	01/03/2020	5,555.50	5,555.50	01/30/2020
139	JORGENSEN ASSOCIATES, PC	43893	PROJ: 18047- TOJ/ GREGORY L	01/13/2020	1,126.63	1,126.63	01/30/2020
139	JORGENSEN ASSOCIATES, PC	43917	PROJ: 19137- TOJ FLAT CREEK	01/21/2020	9,829.30	9,829.30	01/30/2020
139	JORGENSEN ASSOCIATES, PC	43919	PROJ: 18063- TOJ/CACHE CRE	01/22/2020	21,391.13	21,391.13	01/30/2020
139	JORGENSEN ASSOCIATES, PC	43973	19027 PLAT REVIEW	01/27/2020	665.00	665.00	01/30/2020
Total 139:					38,567.56	38,567.56	
6585	LAWNGEVITY	2239	SNOW REMOVAL 155 W PEARL	12/31/2019	720.00	720.00	01/30/2020
Total 6585:					720.00	720.00	
6600	LENZ, BRIAN	120	ENTERTAINMENT AT HOLIDAY	01/17/2020	1,200.00	1,200.00	01/30/2020
Total 6600:					1,200.00	1,200.00	
5691	LEPCO	38379	SERVICE CALL- MATERIALS, LA	01/13/2020	862.60	862.60	01/30/2020
5691	LEPCO	38433	SERVICE CALL- MATERIALS, LA	01/17/2020	1,782.97	1,782.97	01/30/2020
Total 5691:					2,645.57	2,645.57	
4380	LONG BUILDING TECHNOLOGI	SRVCE 01039	GYM EXHAUST FAN	12/17/2019	726.65	726.65	01/30/2020
4380	LONG BUILDING TECHNOLOGI	SRVCE010397	SNOW KING	12/17/2019	112.10	112.10	01/30/2020
Total 4380:					838.75	838.75	
156	LOWER VALLEY ENERGY INC	92050-002 121	92050-002 ANIMAL SHELTER	12/31/2019	336.95	336.95	01/30/2020
156	LOWER VALLEY ENERGY INC	92050-005 121	92050-005: CACHE KUDAR LIGH	12/31/2019	74.48	74.48	01/30/2020
156	LOWER VALLEY ENERGY INC	92050-006 121	92050-006: CACHE ST N LIGHTI	12/31/2019	36.66	36.66	01/30/2020

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
156	LOWER VALLEY ENERGY INC	92050-008 121	92050-008 CEMETARY	12/31/2019	44.10	44.10	01/30/2020
156	LOWER VALLEY ENERGY INC	92050-010 121	92050-010 ELY SPRINGS	12/31/2019	2,384.72	2,384.72	01/30/2020
156	LOWER VALLEY ENERGY INC	92050-014 121	92050-014 HEAT TAPE	12/31/2019	124.38	124.38	01/30/2020
156	LOWER VALLEY ENERGY INC	92050-016 121	92050-016: HOME RANCH LIGH	12/31/2019	50.76	50.76	01/30/2020
156	LOWER VALLEY ENERGY INC	92050-017 121	92050-017 INTERMED TREATM	12/31/2019	16.00	16.00	01/30/2020
156	LOWER VALLEY ENERGY INC	92050-020 121	92050-020: PATHWAY TUNNEL	12/31/2019	58.64	58.64	01/30/2020
156	LOWER VALLEY ENERGY INC	92050-021 121	92050-021 TOWN HALL	12/31/2019	1,971.01	1,971.01	01/30/2020
156	LOWER VALLEY ENERGY INC	92050-023 121	92050-023: RANGEVIEW ST LT	12/31/2019	21.15	21.15	01/30/2020
156	LOWER VALLEY ENERGY INC	92050-025 121	92050-025 SK W SHOP	12/31/2019	701.38	701.38	01/30/2020
156	LOWER VALLEY ENERGY INC	92050-026 121	92050-026 450 SNOW KING W S	12/31/2019	416.98	416.98	01/30/2020
156	LOWER VALLEY ENERGY INC	92050-027 121	92050-027: ST LT LOTS 20, 21	12/31/2019	21.22	21.22	01/30/2020
156	LOWER VALLEY ENERGY INC	92050-028 121	92050-028: ST LT LOTS 26, 27	12/31/2019	19.02	19.02	01/30/2020
156	LOWER VALLEY ENERGY INC	92050-030 121	92050-030: ST LT LOTS 95, 96	12/31/2019	19.15	19.15	01/30/2020
156	LOWER VALLEY ENERGY INC	92050-031 121	92050-031: ST LT LOTS 38, 39	12/31/2019	20.63	20.63	01/30/2020
156	LOWER VALLEY ENERGY INC	92050-032 121	92050-032: ST LT LOTS 88, 89	12/31/2019	19.35	19.35	01/30/2020
156	LOWER VALLEY ENERGY INC	92050-034 121	92050-034: ST LT LOTS 80, 81	12/31/2019	17.53	17.53	01/30/2020
156	LOWER VALLEY ENERGY INC	92050-035 121	92050-035: ST LT COTTONWOO	12/31/2019	19.54	19.54	01/30/2020
156	LOWER VALLEY ENERGY INC	92050-036 121	92050-036: ST LT LOT 12, 13	12/31/2019	16.24	16.24	01/30/2020
156	LOWER VALLEY ENERGY INC	92050-039 121	92050-039: ST LT LOT 86, 87	12/31/2019	19.47	19.47	01/30/2020
156	LOWER VALLEY ENERGY INC	92050-040 121	92050-040: ST LT LOT 90, 91	12/31/2019	19.86	19.86	01/30/2020
156	LOWER VALLEY ENERGY INC	92050-041 121	92050-041: ST LT LOT 99, 101	12/31/2019	16.24	16.24	01/30/2020
156	LOWER VALLEY ENERGY INC	92050-043 121	92050-043: ST LT LOT 68, 69	12/31/2019	16.24	16.24	01/30/2020
156	LOWER VALLEY ENERGY INC	92050-045 121	92050-045: TOWN SQUARE LIG	12/31/2019	111.90	111.90	01/30/2020
156	LOWER VALLEY ENERGY INC	92050-047 121	92050-047 UV BUILDING	12/31/2019	286.00	286.00	01/30/2020
156	LOWER VALLEY ENERGY INC	92050-049 121	92050-049 WWTP	12/31/2019	8,924.48	8,924.48	01/30/2020
156	LOWER VALLEY ENERGY INC	92050-051 121	92050-051 WELL #5	12/31/2019	2,422.30	2,422.30	01/30/2020
156	LOWER VALLEY ENERGY INC	92050-059 121	92050-059 POLICE GARAGE	12/31/2019	319.85	319.85	01/30/2020
156	LOWER VALLEY ENERGY INC	92050-060 121	92050-060 SOUTH GARAGE	12/31/2019	743.54	743.54	01/30/2020
156	LOWER VALLEY ENERGY INC	92050-061 121	92050-061 PUBLIC WORKS	12/31/2019	1,306.93	1,306.93	01/30/2020
156	LOWER VALLEY ENERGY INC	92050-081 121	92050-081: PEARL ST IRR CON	12/31/2019	26.07	26.07	01/30/2020
156	LOWER VALLEY ENERGY INC	92050-082 121	92050-082 EAST STORAGE BLD	12/31/2019	382.32	382.32	01/30/2020
156	LOWER VALLEY ENERGY INC	92050-092 121	92050-092 SHELTER GAS	12/31/2019	500.89	500.89	01/30/2020
156	LOWER VALLEY ENERGY INC	92050-111 121	92050-111: PEARL/WILLOW ST	12/31/2019	18.05	18.05	01/30/2020
156	LOWER VALLEY ENERGY INC	92050-114 121	92050-114 HOME RANCH REST	12/31/2019	440.25	440.25	01/30/2020
156	LOWER VALLEY ENERGY INC	92050-130 121	92050-130: 3 CREEK RANCH AF	12/31/2019	26.45	26.45	01/30/2020
156	LOWER VALLEY ENERGY INC	92050-131 121	92050-131 195 E DELONEY RES	12/31/2019	238.59	238.59	01/30/2020
156	LOWER VALLEY ENERGY INC	92050-132 121	92050-132 PARKING GARAGE E	12/31/2019	1,786.91	1,786.91	01/30/2020
156	LOWER VALLEY ENERGY INC	92050-134 121	92050-134 PARKING GARAGE G	12/31/2019	118.80	118.80	01/30/2020
156	LOWER VALLEY ENERGY INC	92050-332 121	92050-332: N GLENWOOD MCC	12/31/2019	35.24	35.24	01/30/2020
156	LOWER VALLEY ENERGY INC	92050-336 121	92050-336: HIDDEN RANCH PAT	12/31/2019	22.13	22.13	01/30/2020
156	LOWER VALLEY ENERGY INC	92050-341 121	92050-341 HOME RANCH REST	12/31/2019	19.98	19.98	01/30/2020
156	LOWER VALLEY ENERGY INC	92050-342 121	92050-342: 25 S REDMND ST LI	12/31/2019	37.25	37.25	01/30/2020
156	LOWER VALLEY ENERGY INC	92050-353 121	92050-353: W DELONEY AVE F	12/31/2019	97.17	97.17	01/30/2020
156	LOWER VALLEY ENERGY INC	92050-355 121	92050-355: S CACHE LIGHTING	12/31/2019	75.83	75.83	01/30/2020
156	LOWER VALLEY ENERGY INC	92050-356 121	92050-356 KARNS MEADOW ST	12/31/2019	2,724.52	2,724.52	01/30/2020
156	LOWER VALLEY ENERGY INC	92050-357 121	92050-357 55 KARNS MEADOW	12/31/2019	965.06	965.06	01/30/2020
156	LOWER VALLEY ENERGY INC	92050-358 121	92050-358: 650 W BROADWAY	12/31/2019	86.51	86.51	01/30/2020
156	LOWER VALLEY ENERGY INC	92050-359 121	92050-359 MILLER PARK CHAR	12/31/2019	68.40	68.40	01/30/2020
156	LOWER VALLEY ENERGY INC	92050-360 121	92050-360: 1035 W BROADWAY	12/31/2019	38.15	38.15	01/30/2020
156	LOWER VALLEY ENERGY INC	92050-362 121	92050-362: STELLARIA LN S HW	12/31/2019	20.89	20.89	01/30/2020
156	LOWER VALLEY ENERGY INC	92050-375 121	92050-375 155 E PEARL OFFICE	12/31/2019	26.07	26.07	01/30/2020
156	LOWER VALLEY ENERGY INC	92050-376 121	92050-376 BUNK HOUSE WEST	12/31/2019	236.00	236.00	01/30/2020
156	LOWER VALLEY ENERGY INC	92050-377 121	92050-377 145 E PEARL UNIT A	12/31/2019	274.53	274.53	01/30/2020
156	LOWER VALLEY ENERGY INC	92050-378 121	92050-378 145 E PEARL BASEM	12/31/2019	16.24	16.24	01/30/2020
156	LOWER VALLEY ENERGY INC	92050-379 121	92050-379 145 E PEARL UNIT C	12/31/2019	16.24	16.24	01/30/2020
156	LOWER VALLEY ENERGY INC	92050-380 121	92050-380 145 E PEARL UNIT B	12/31/2019	200.32	200.32	01/30/2020
156	LOWER VALLEY ENERGY INC	92050-382 121	92050-382: BUDGE DR LIGHT S	12/31/2019	21.36	21.36	01/30/2020
156	LOWER VALLEY ENERGY INC	92050-386 121	143 E PEARL	12/31/2019	33.93	33.93	01/30/2020

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
156	LOWER VALLEY ENERGY INC	GRP: 20592- 1	92050-056: CITY WELL ELK REF	12/31/2019	31.33	31.33	01/30/2020
156	LOWER VALLEY ENERGY INC	GRP: 20592- 1	92050-044: SNOW KING ESTAT	12/31/2019	225.65	225.65	01/30/2020
156	LOWER VALLEY ENERGY INC	GRP: 20592- 1	92050-361: 625 W BROADWAY	12/31/2019	22.78	22.78	01/30/2020
156	LOWER VALLEY ENERGY INC	GRP: 20592- 1	92050-050: 2 MG TANK	12/31/2019	25.17	25.17	01/30/2020
156	LOWER VALLEY ENERGY INC	GRP: 20592- 1	92050-383: SNOW KING DR WA	12/31/2019	18.56	18.56	01/30/2020
156	LOWER VALLEY ENERGY INC	GRP: 20592- 1	92050-055: CITY WELL ELK REF	12/31/2019	75.64	75.64	01/30/2020
156	LOWER VALLEY ENERGY INC	GRP: 20592- 1	92050-052: WELL #1	12/31/2019	1,153.80	1,153.80	01/30/2020
156	LOWER VALLEY ENERGY INC	GRP: 20592- 1	92050-053: WELLS #2 & #3	12/31/2019	2,897.00	2,897.00	01/30/2020
156	LOWER VALLEY ENERGY INC	GRP: 20592- 1	92050-054: CITY WELL ELK REF	12/31/2019	102.89	102.89	01/30/2020
156	LOWER VALLEY ENERGY INC	GRP: 20592- 1	92050-003: SPRUCE DRIVE PU	12/31/2019	298.04	298.04	01/30/2020
156	LOWER VALLEY ENERGY INC	GRP: 20592- 1	92050-074: CRABTREE LANE T	12/31/2019	56.77	56.77	01/30/2020
Total 156:					34,038.48	34,038.48	
3932	MILLER SANITATION	14995	CITY CANS 74 FOR DECEMBER	12/23/2019	2,331.00	2,331.00	01/30/2020
Total 3932:					2,331.00	2,331.00	
4817	MOUNTAIN ELECTRICAL	804	REPLACE GFI TOWN HALL	12/12/2019	121.74	121.74	01/30/2020
Total 4817:					121.74	121.74	
257	NAPA AUTO PARTS INC.	888896	STARTING FLUID	11/19/2019	30.97	30.97	01/30/2020
257	NAPA AUTO PARTS INC.	890736	FLOOR MAT	11/29/2019	29.99	29.99	01/30/2020
257	NAPA AUTO PARTS INC.	895541	TOW KIT	12/27/2019	245.99	245.99	01/30/2020
257	NAPA AUTO PARTS INC.	899278	SPINNER KNOB	01/20/2020	11.63	11.63	01/30/2020
Total 257:					318.58	318.58	
187	NELSON ENGINEERING	51385	PROJ: 19-336-01 020 TOJ- 2020	12/30/2019	9,168.75	9,168.75	01/30/2020
187	NELSON ENGINEERING	51385	PROJ: 19-336-01 020 TOJ- 2020	12/30/2019	9,168.75	9,168.75	01/30/2020
187	NELSON ENGINEERING	51395	PROJ: 14-175-03 021- WEST BR	12/30/2019	1,937.00	1,937.00	01/30/2020
187	NELSON ENGINEERING	51405	PROJ: 19-283-01 020 TOJ CLAS	12/30/2019	82.50	82.50	01/30/2020
187	NELSON ENGINEERING	51439	PROJ: 19-330-01 020- ZONE 3 W	12/30/2019	11,762.50	11,762.50	01/30/2020
Total 187:					32,119.50	32,119.50	
6565	OUTPOST PROPERTY MANAGE	01032020	REFUN STR APPLICATION	01/03/2020	63.00	63.00	01/30/2020
6565	OUTPOST PROPERTY MANAGE	01032020B	REFUND STR APPLICATION	01/03/2020	63.00	63.00	01/30/2020
Total 6565:					126.00	126.00	
5026	PELLETIER, CARL	01212020	REIMBURSE FOR HOLIDAY PA	01/21/2020	3,080.00	3,080.00	01/30/2020
Total 5026:					3,080.00	3,080.00	
5941	PETHEALTH SERVICES INC	SIUN13436598	SCHIPS	12/19/2019	365.00	365.00	01/30/2020
Total 5941:					365.00	365.00	
4878	POCO LLC	P1935208304	KING STREET NO HEAT	12/18/2019	437.55	437.55	01/30/2020
Total 4878:					437.55	437.55	
3462	QUINN, THOMAS	010720	REFUND OVERPAYMENT LIFE I	01/07/2020	26.80	26.80	01/30/2020
Total 3462:					26.80	26.80	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
4198	RESPOND FIRST AID SYSTEMS	160198	FIRST AID KIT SUPPLIES	01/09/2020	97.15	97.15	01/30/2020
Total 4198:					97.15	97.15	
5254	SEAMLESS DOCS	3033	SUBSCRIPTION	10/02/2019	3,793.90	3,793.90	01/30/2020
Total 5254:					3,793.90	3,793.90	
6596	SELL, LUKE C.	012920	RETURN BAIL BOND 19-06-0388	01/29/2020	500.00	500.00	01/29/2020
Total 6596:					500.00	500.00	
201	SENIOR CENTER OF JACKSON	012020	3RD QUARTER	01/20/2020	24,142.50	24,142.50	01/30/2020
Total 201:					24,142.50	24,142.50	
6292	SHUTTLE BUS LEASING	12895	FEBRUARY LEASE	11/12/2019	47,250.00	47,250.00	01/30/2020
Total 6292:					47,250.00	47,250.00	
4548	SILVER CREEK SUPPLY	S2090478.001	WATER PRV PRESSURE GUAG	12/18/2019	182.63	182.63	01/30/2020
Total 4548:					182.63	182.63	
1605	SMITH, G. TODD	012720	education reimbursement	01/27/2020	626.40	626.40	01/30/2020
Total 1605:					626.40	626.40	
5632	SNAKE RIVER MEP COMPLETE,	4037	TOWN HALL CHARGING STATI	10/23/2019	4,106.50	4,106.50	01/30/2020
5632	SNAKE RIVER MEP COMPLETE,	4038	CHARGING STATION INSTALL	10/23/2019	1,174.50	1,174.50	01/30/2020
5632	SNAKE RIVER MEP COMPLETE,	4040	PW MILLWARD ST	10/23/2019	110.00	110.00	01/30/2020
5632	SNAKE RIVER MEP COMPLETE,	4315	PARKING GARAGE EV CHARGE	12/31/2019	5,827.75	5,827.75	01/30/2020
Total 5632:					11,218.75	11,218.75	
4699	SNAKE RIVER ROASTING	623755	COFFEE	01/15/2020	48.95	48.95	01/30/2020
4699	SNAKE RIVER ROASTING	623935	COFFEE	01/22/2020	97.90	97.90	01/30/2020
Total 4699:					146.85	146.85	
6598	SOUSA, SARA	012820	REIMBURSE OVERPAYMETN W	01/28/2020	110.00	110.00	01/30/2020
Total 6598:					110.00	110.00	
3961	SPECTRUM	002091801082	MONTHLY SERVICES	01/08/2020	1,617.03	1,617.03	01/30/2020
Total 3961:					1,617.03	1,617.03	
1505	SPRING CREEK ANIMAL HOSPI	624976905	ANIMAL CARE CIGY	01/10/2020	69.60	69.60	01/30/2020
1505	SPRING CREEK ANIMAL HOSPI	624977285	CAT FOOD	01/17/2020	41.59	41.59	01/30/2020
1505	SPRING CREEK ANIMAL HOSPI	627977488	ANIMAL CARE CIGY	01/21/2020	781.96	781.96	01/30/2020
Total 1505:					893.15	893.15	
6557	STATE DISBURSEMENT UNIT	01172020	Domingo case #588407	01/17/2020	25.05	25.05	01/17/2020
6557	STATE DISBURSEMENT UNIT	01302020	case #c00588407 domingo	01/30/2020	25.05	25.05	01/28/2020

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total 6557:					50.10	50.10	
1054	SUNRISE ENVIRONMENTAL	104439	FOUR WAY AND KRYSTAL ICE	12/10/2019	388.75	388.75	01/30/2020
Total 1054:					388.75	388.75	
1443	TETON COUNTY CLERK	01282020HA	FEBRUARY 2020 HOUSING	01/28/2020	21,527.00	21,527.00	01/30/2020
1443	TETON COUNTY CLERK	01282020PR	FEBRUARY 2020 PARKS & REC	01/28/2020	133,068.50	133,068.50	01/30/2020
Total 1443:					154,595.50	154,595.50	
996	TETON COUNTY SPECIAL FIRE	01282020 FE	FEBRUARY 2020 FIRE/EMS	01/28/2020	128,274.00	128,274.00	01/30/2020
996	TETON COUNTY SPECIAL FIRE	01282020C	JANUARY 2020 CAPITAL	01/28/2020	2,636.48	2,636.48	01/30/2020
996	TETON COUNTY SPECIAL FIRE	01282020J	JANUARY 2020	01/28/2020	21,170.93	21,170.93	01/30/2020
Total 996:					152,081.41	152,081.41	
1614	TETON COUNTY-FUND 10	01272020DC	JULY-DECEMBER TREATMENT	01/27/2020	3,585.91	3,585.91	01/30/2020
1614	TETON COUNTY-FUND 10	01282020D	JANUARY 2020 DISPATCH	01/28/2020	23,990.04	23,990.04	01/30/2020
1614	TETON COUNTY-FUND 10	01282020KM	JANUARY 2020 MALONE	01/28/2020	3,822.82	3,822.82	01/30/2020
1614	TETON COUNTY-FUND 10	01282020P	JANUARY 2020 PATHWAYS	01/28/2020	4,628.15	4,628.15	01/30/2020
Total 1614:					36,026.92	36,026.92	
166	TETON COUNTY-FUND 19	01282020JC	JANUARY 2020 CAPTIAL	01/28/2020	344,237.17	344,237.17	01/30/2020
Total 166:					344,237.17	344,237.17	
6595	THOMPSON, CHERYL	010120	DEPOSIT RETURNED	01/01/2020	200.00	200.00	01/20/2020
6595	THOMPSON, CHERYL	010120	OVERPAID IN RENT MOVED OU	01/01/2020	670.97	670.97	01/20/2020
Total 6595:					870.97	870.97	
6579	TITLE 22 CONSULTANTS	01292020	P20-004 PLAT REVIEW	01/29/2020	404.60	404.60	01/30/2020
Total 6579:					404.60	404.60	
6591	T-MOBILE	967529416 012	MONTHLY SERVICE	01/21/2020	30.91	30.91	01/30/2020
Total 6591:					30.91	30.91	
6363	TMSC LLC	2019-005-04E	STREET LIGHT IMPROVEMENT	11/30/2019	1,076.00	1,076.00	01/30/2020
6363	TMSC LLC	2019-005-06	LIGHTING CONTROL SHOP 12	11/30/2019	1,456.33	1,456.33	01/30/2020
6363	TMSC LLC	2019-005-06	HVAC LAMPS	11/30/2019	380.00	380.00	01/30/2020
6363	TMSC LLC	2019-005-06	LIGHTING CONTROL SHOP 12	11/30/2019	142.50	142.50	01/30/2020
Total 6363:					3,054.83	3,054.83	
293	US POSTAL SERVICE	01202020	Brm permit	01/20/2020	690.00	690.00	01/30/2020
293	US POSTAL SERVICE	01202020	Brm permit	01/20/2020	690.00	690.00	01/30/2020
Total 293:					1,380.00	1,380.00	
3420	VISA	01172020	VISA BILL	12/28/2019	28,322.85	28,322.85	01/17/2020
Total 3420:					28,322.85	28,322.85	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
517	WAM	16472	WWC REGISTRATION SCARLA	01/08/2020	200.00	200.00	01/30/2020
Total 517:					200.00	200.00	
2247	WATKINS, MARK	012320	TRAVEL EXPENSES	01/23/2020	75.40	75.40	01/30/2020
Total 2247:					75.40	75.40	
3619	WY CHILD SUPPORT ENFORCE	011720	case #209790 GALLEGHER	01/17/2020	146.76	146.76	01/17/2020
3619	WY CHILD SUPPORT ENFORCE	01282020	case #209790 GALLEGHER	01/28/2020	146.76	146.76	01/28/2020
Total 3619:					293.52	293.52	
79	WYOMING DEPARTMENT OF E	01212020	3RD QTR SUTA PENALTY	01/21/2020	10.11	10.11	01/21/2020
79	WYOMING DEPARTMENT OF E	01212020	4th QTR SUTA	01/21/2020	1,421.91	1,421.91	01/21/2020
Total 79:					1,432.02	1,432.02	
6599	YELLOWSTONE COUNTY DETE	114	REGISTRATION FOR 2 WESTO	01/15/2020	350.00	350.00	01/30/2020
6599	YELLOWSTONE COUNTY DETE	114	REGISTRATION FOR 2 WESTO	01/15/2020	350.00	350.00	01/30/2020
Total 6599:					700.00	700.00	
3077	YSI INCORPORATED	799192	KCI-250	09/11/2019	140.00	140.00	01/30/2020
Total 3077:					140.00	140.00	
6321	ZUERCHER TECHNOLOGIES	266637	FIELD OPS SUBSCRIPTION	01/19/2020	254.76	254.76	01/30/2020
6321	ZUERCHER TECHNOLOGIES	266637	FIELD OPS SUBSCRIPTION	01/19/2020	254.76	254.76	01/30/2020
Total 6321:					509.52	509.52	
Grand Totals:					1,056,174.13	1,054,809.76	

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 VISA BILLS

ANIMAL SHELTER/CONTROL

animal care	1,357.23		
amazon shelter supplies	293.48		
animal care	349.62		
smiths supplies	95.33		
hilton hotel	294.27	\$	2,389.93

FLEET SHOP

amazon	10.47		
fuel station hoses	328.24	\$	338.71

INFORMATION TECHNOLOGY

portlandla	189.00		
paypal concrete5	90.00		
j2 metrofax	7.95		
amazon	78.99		
lenovo group	5,405.52		
godadd	44.98		
ghostly plus	2.00		
iphone payment	64.50		
iphone payment	64.50		
dish network	123.67		
ringcentral	580.33	\$	6,651.44

MAYOR & TOWN COUNCIL

hatch	90.00		
snow king resort	1,061.40		
Big Hole BBQ	100.00	\$	1,251.40

PERSONNEL/TOWN CLERK

apa nspe job boards	2,128.00		
merry pigs	60.50		
sidewinders	85.80	\$	2,274.30

PLANNING

Community Center for Art	2,910.00		
albersons	96.50		
dq	33.91		
staples	5.29		
albertsons	31.96	\$	3,077.66

POLICE - ADMINISTRATION

diy lettering	128.36		
kmart	203.84		
kmart	335.63		
american assoc of code	100.00		
international code council	135.00	\$	902.83

POLICE - COMMUNITY SERVICE

ace hardware	27.01		
staples	24.37		
the wort	164.32	\$	215.70

POLICE - INVESTIGATIONS

evident	632.85		
ups	83.23	\$	716.08

POLICE - PATROL

amazon razor slim	85.95		
amazon glock	282.98		
travel expenses	2,107.43		
tactical gear	324.61		
travel expenses	381.87		
safariland	457.92		
fbi leeda	695.00		
skinny skis	126.99		
pearl st bagels	31.75		
albertsons	31.77	\$	4,526.27

PUBLIC WORKS

western surety	50.00	\$	50.00
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SEWER DEPARTMENT

Carhartt	105.98		
wwett coference	135.00		
delta	534.00		
amazon magnetic lifter	135.98		
amazon tools	623.97		
amazon hammer drill	219.99		
enm company	70.25	\$	1,825.17

START

coolworks	171.11		
training food supplies	679.96		
staples	243.50		
fed ex	11.39		
amazon (mats for new buses)	487.06	\$	1,593.02

STREET EXPENDITURES

ce package class	190.00		
CEU Plan	28.90		
Traffic Safety Warehouse	529.21	\$	748.11

TOWN ATTORNEY

national bus inst	339.00	\$	339.00
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TOWN-WIDE SERVICES

facebook	93.70	\$	93.70
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VICTIM SERVICES

evaw international	545.00		
conf crimes against women	500.00		
coca cola	31.60		
staples	81.64		
Frost salon	50.00		
amazon	94.34	\$	1,302.58

WATER DEPARTMENT

ceu plan	26.95	\$	26.95
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VISA ALLOCATION	\$	(28,322.85)	
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**TOWN OF JACKSON
MUNICIPAL COURT
MONTHLY REPORT TO THE MAYOR AND THE TOWN COUNCIL
FOR THE MONTH OF DECEMBER, 2019**

During the month of December, the court received \$27,569 in fines, fees, bonds, and forfeitures.
501 new cases were docketed: 421 parking citations, 80 summons
32 cases were dismissed: 16 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>
Almanza Zarate, Monico	00116M	Failure to maintain liability coverage	D-Valid Information Provided	0
Andrau, John P	00445M	Speed Limits Generally 49/30	BF	208
Barker, Bethany L.	01180M	No display of current registration	BF	135
Bartel, Bradley W	00586M	Public intoxication	BF	110
Berg-moberg, Siri R.	01182M	MPH over limit Bond 41/25	BF	187
Boyack, Ralph Dorgan	186002232AA	Careless driving	D-TS	0
Brown, Kathryn	00892M	Use of hand-held electronic device while driving	BF	65
Byers, Chad G	00289M	Public intoxication	D-Per Town's Motion	0
Byers, Chad G	00290M	Unlawful Contact or Touching	BF	500
Cadwalader, Ashley Owen	01306M	Use of hand-held electronic device while driving	BF	75
Campbell, Catherine Emily	00198M	Animals at Large	D-Per Town's Motion	0
Cohen, Kenneth Steven	01178M	Failure to maintain liability coverage	D-Valid Information Provided	0
Collins, Dirk P	00893M	Use of hand-held electronic device while driving	BF	65
Cook, Kacen W	01077M	No Driver's license	D-Per Town's Motion	0
Costello, Joseph Patrick	19822K	Public intoxication	D-Per Town's Motion	0
Dana, Taytin	186005524AA	Use of cell phone while driving prohibited	BF	75
Davis, Katherine F.a.	01122M	No display of current registration	BF	62.5
Dever, Joel	19418K	Interference with Police Department	BF	500
Dominquez, Brian Bencomo	01042M	Failure to maintain liability coverage	D-Valid Information Provided	0
Eren, Fehmi E	00649M	Speeding urban -35/25	BF	125
Ferrer Ramirez, Estefany A	186001335AB	Failure to maintain liability coverage	BF	225
Ferrer Ramirez, Estefany A	186001334AB	Speed Limits Generally 44/30	BF	86.5
Francis, Brian C.	01104M	No display of current registration	BF	125
Garcia Flores, Andres	00490M	Duty upon colliding with unattended vehicle or property	BF	200
Garcia Flores, Andres	00491M	Failure to maintain liability coverage	D-Valid Information Provided	0
Garner, Nathan A	98227N	Public intoxication	BF	110
Griebel, Benjamin Joseph	186001285AB	Following too Close	BF	75
Groten, Casey Valentine	01262M	Public intoxication	BF	110
Guido, Michael A.	01183M	Failure to maintain liability coverage	D-Valid Information Provided	0
Guillory, Kuri Tyne	2222534	No display of current registration	BF	67.5
Harland, Kuri J	01301M	Use of hand-held electronic device while driving	BF	75
Harmon, Benjamin R.	00940M	MPH over limit Bond 47/30	BF	204
Jacobs, Andrew Blaine	01305M	Use of hand-held electronic device while driving	BF	75
James, William S	94486J	Public intoxication-MUST APPEAR	BF	110
Jensen, Scott	01002M	Limitations on Backing	D-Per Town's Motion	0
Kane, John	00943M	Speed Limits Generally 47/30	BF	204
Kelly, Stephanie R	00945M	Use of hand-held electronic device while driving	BF	65
Lajza, Callie S	00941M	Stop Sign Violation	BF	135
Mcginnis, Bonnie B	01181M	MPH over limit Bond 45/25	D-Per Town's Motion	0
Mickelson, Jane	01124M	Turning left at intersection	BF	75
Montrose, Laci D.	00295M	Fail to yield	BF	85
Moulder, Ethan C	01112M	Failure to stop at a red light	BF	125
Moxam, David F	01118M	UNSAFE TURNING MOVEMENT	BF	75
Murphy, Hillary H.	01117M	Speed Limits Generally 39/30	BF	118
Oakley, Rachelle D	01121M	Speeding faster than reasonable and prudent	D-Per Town's Motion	0
Oztoprak, Mustafa	19996K	Following too Close	BF	85
Oztoprak, Mustafa	19997K	No Insurance	D-Per Town's Motion	0
Paradis, Melissa	01184M	No display of current registration	BF	67.5
Pieper, Susan K	00719M	Stop Sign Violation	BF	125
Puga Ramirez, Caesar I	00778M	Criminal trespass	BF	150
Reid, Derrick Thomas	00948M	Driving under suspension	D-Per Town's Motion	0
Romanosky, Caroline F.	01006M	Speeding in a School Zone 30/20	BF	195
Ryder, Kirk K	01751M	No display of current registration	BF	135

Sanchez, Imelda J	00898M	Following too Close	BF	75
Sanchez-sepulveda, Rigoberto	01265M	Public intoxication	BF	0
Shockley, Cory B.	186001814AB	Parked on private property w/o consent	BF	70
Showell, Chloe E.	01107M	Speeding in a school zone 29/20	BF	185
Simmons, Aaron J	00393M	Measurable Alcohol or Drugs in system of GTV Operator	DP	0
Stanley, Benjamin D.	00911M	No display of current registration	BF	62.5
Stephens, Verlin C	00894M	Use of hand-held electronic device while driving	BF	65
Stevenson, Philip S	00936M	Failure to change lanes for emergency vehicles	BF	235
Urrets, Octavio Lanus	00944M	MPH over limit Bond 40/25	BF	190
Valle, Cristina	00832M	Provide alcohol to person <21	BF	250
Vinai, Robert C	01078M	Speed Limits Generally 52/30	BF	259
Xiao, Tiancheng	00115M	Speeding faster than reasonable and prudent	BF	37.5
Yeckel, Nathan D	03871L	Driving/Control of vehicle while intox	D-Per Town's Motion	0
Yeckel, Nathan D	03870L	Speeding urban - 45/30	D-Per Town's Motion	0



TOWN OF JACKSON

AGENDA DOCUMENTATION

SUBMITTING DEPARTMENT: PLANNING & BUILDING

PRESENTER: PAUL ANTHONY

MEETING DATE: FEBRUARY 3, 2020

SUBJECT: TEMPORARY SIGN PERMIT – Friday Feast at Senior Center of Jackson Hole

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:

March 16, 2020 to March 22, 2020

May 11, 2020 to May 17, 2020

August 3, 2020 to August 8, 2020

November 2, 2020 to November 7, 2020

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 Friday Feast may be installed at:
105 Buffalo Way, Albertsons during:
March 16, 2020 to March 22, 2020
May 11, 2020 to May 17, 2020
August 3, 2020 to August 8, 2020
November 2, 2020 to November 7, 2020

SUGGESTED MOTION

I move to **approve** the temporary banner in conjunction with the Senior Center of Jackson Hole 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. | ph: (307) 733-0440
P.O. Box 1687 | www.townofjackson.com
Jackson, WY 83001

First, go to www.townofjackson.com/245/Temporary-Sign-Permit for process and other necessary information.

EVENT NAME:

Event Name: Friday Feast Physical Address of Event: 830 E Hansen, Jackson
Description of Event: 1st and 3rd Friday of each we have free lunch for seniors.
Grand Opening ☐ Yes ☒ No ☐

EVENT SPONSOR/APPLICANT: Name:

Mailing Address: PO Box 4677 Jackson Phone: 307-733-7300
E-mail: erskine@seniorcenterjrh.org ZIP: 83001
Non-Profit: ☒ For Profit: ☐

TEMPORARY BANNER LOCATION: Consent from Property Owner Required

Business/Description: <u>Backside of Albertsons</u>	Business/Description: _____
Physical Address: <u>105 Buffalo Way</u>	Physical Address: _____
Dates of Display: <u>march 16 - 22nd</u> May 11 to the 17th Aug 3 to the 8th Nov 2 to the 7th 2020	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 answer accordingly.

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.

Rebecca Erskine
Signature of Authorized Event Applicant
Rebecca Erskine
Applicant Name Printed

1/21/20
Date
Asst. Director
Title



Friday Feast



**1st + 3rd
Fridays
at Noon**

830 E. Hansen

**IF YOU'RE 60+
LUNCH IS ON US!**

SeniorCenterJH.org

FUNDING PROVIDED BY:





TOWN OF JACKSON

TOWN COUNCIL

AGENDA DOCUMENTATION

PREPARATION DATE: January 30, 2020
MEETING DATE: February 3, 2020

SUBMITTING DEPARTMENT: Town Clerk
DEPARTMENT DIRECTOR: Roxanne DeVries Robinson
PRESENTER: Carl Pelletier

SUBJECT: Special Event- 2020 Jackson Hole Live Concert Series

STATEMENT/PURPOSE: The Mayor and Council approve special events including the use of Town property, equipment, and services.

BACKGROUND/ALTERNATIVES: The applicant, Center Management Inc. (CMI), requests Council permission to host a Jackson Hole Live concert series consisting of 4 shows produced and coordinated by CMI all to be performed on the Snow King Ball Field from 5:30 P.M. to approximately 9:45 P.M.

The dates of the Jackson Hole Live Concert Series for 2019 include:

Date #1: June 26, June 28 or July 3 (Friday, Sunday, Friday) - TBD
Date #2: June 21 (Sunday)
Date #3: July 19 (Sunday)
Date #4: July 31 (Friday)

CMI will come before Council for approval at a later date once details for the TBD concert date is finalized.

This request is similar to previous approved applications in the past. One change from previous requests is permission for an early stage set-up on Saturday, June 20. On Sunday, June 21st "Raptorfest" will take place at the Snow King Ballfields prior to the evening concert. Handlers of the raptors have expressed concerns of set-up noise associated with the JH Live concerts. In an effort to minimize disruption, JH Live has requested to set the concert stage the night before the concert on Saturday, June 20 starting around 5:00pm. Parks and Recreation has indicated that this early set up is possible.

The concerts will feature a local/regional opening act and headlining musical act. The events will also include food, beverage (alcoholic and non-alcoholic), and some merchandise sales, non-profit booths to promote their missions and fundraising efforts, a VIP tent, and a kids area. The applicant expects that approximately 4,000 to 6,000 participants will attend each concert. Please see the attached event summary and map for additional detail. The applicant requests the following from the Town for each concert:

- Permission from Council for amplified sound associated with the event
- A catering permit for sales of alcoholic beverages (application to be submitted)
- An exposition license
- Police Officers to patrol the event
- Access to electricity at the park and irrigation locates
- Use of Town barricades for the closure of the Phil Baux parking lot. The parking lot will close at midnight (12:00am) on the day of each concert once vehicles have vacated the lot.
- Permission to display two banners per the attached banner plan and several onsite banners to be displayed the day of the concert. This request includes permission to display a banner on the backstop at

Snow King Ball Field up to 14 days prior to each concert. The Land Development Regulations address banners displayed as part of special events as follows:

Temporary banners, sandwich boards, and a-frame signs sponsored by profit and nonprofit groups, organizations and associations, provided that a special event license and a sign permit are obtained. A maximum of four (4) temporary signs are permitted, and the signage shall be displayed on the starting day of the event and shall be removed on the last day of the event. For events that are sponsored by non-profit groups, proof of Tax Exempt status must be provided or a copy of the Business License submitted with the sign permit application. Off-site banners are permitted with written consent from the property owner(s). Banners shall not impede the public right-of-way. Party type balloons shall be permitted in order to attract attention to the special event, provided that they are maintained on the subject property and are removed immediately following the close of the event.

- Use of lights after each concert to provide light for clean-up and for concert goers to collect their things and safely exit the venue.
- Permission to close the parking adjacent to Snow King Ball Field on South Cache and Snow King Avenue during each day of the concert series. The parking along South Cache and half of the parking along Snow King Avenue would be used for production crews, vendors, etc.... to set up and tear down the concert venue. The applicant is requesting that the remaining parking along Snow King Avenue be closed off to allow large crowds to safely enter and exit the concert venue. The applicant shall be responsible for the production, posting, and removal of the no parking signage.
- The applicant has indicated that they will be able to turn off lights by 11:00 P.M. but is requesting permission to continue to break down the concert stage and equipment until midnight utilizing smaller production lighting. Further, the applicant will remove the tent and conduct a secondary field cleanup the morning following each concert. The applicant shall coordinate the timing of the closure of the parking lot and post event clean up with Parks and Recreation. Closure of the parking lot shall not displace any scheduled ball games and the field shall be cleaned up prior to any scheduled ball games.
- Permission for early set-up of the concert stage (for the June 21st concert) the evening of June 20.

The applicant will meet with various Town departments to finalize event details as the concerts approach. The applicant has agreed to inform the Jackson Police Department of the names of the bands at least 30 days prior to each concert. This will allow the Jackson Police Department to determine staffing needs for the event.

COMPREHENSIVE PLAN ALIGNMENT

This event aligns with our Quality of Life which is important to our community. We have always been a diverse community that supports a variety of lifestyles and employment opportunities, and we welcome others to share in the enjoyment of our ecosystem and western mountain lifestyle. Residents and visitors have become accustomed to high-quality social, cultural, and recreational services. Continuing to provide these services in a manner that better achieves our Vision will enhance the livability and appeal of our community.

STAKEHOLDER ANALYSIS

The application has been submitted for review and comment to all Town departments.

FISCAL IMPACT

Fiscal Impact is minimal for this event due to the fees that will be collected associated with a catering permit, an exposition license, police services, irrigation locates, and use of the lights for each concert. Costs to the Town include staff time to deliver and remove barricades and potential post-event turf care.

STAFF IMPACT

Staff impact includes processing the catering and exposition licenses, police presence at the concert, and staff time to provide irrigation and utility locates, access to electricity, and delivery and removal of barricades.

LEGAL REVIEW

N/A

ATTACHMENTS:

Application

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

1. The applicant shall coordinate with the Parks and Recreation Department regarding any requests for power. The Fire Department encourages the application to contact an Electrical Inspector to review their setup for code compliance.
2. The applicant must fill out a Park Reservation request with the Parks & Recreation Department and coordinate with the department for overall site direction including: locations for parking, toilets, event vehicles, tents, street and parking area closures, and any other uses.
3. The applicant must supply extra trash and recycling containers and dispose of all trash generated by the event.
4. Irrigation locates and access to electricity must be arranged with the Parks and Rec Department at least one week prior to the event if tents are erected in the park area.
5. Applicant shall coordinate the payment of all fees with the Parks & Rec Department at least one week prior to the event.
6. The applicant shall clean up immediately following the event.
7. All food service shall be coordinated with Teton County Environmental Health.
8. Insurance: 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. 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. The applicant is required to provide turf protection in front of and behind any table or other exhibit where crowds will stand. The applicant shall abide by all Parks & Recreation Department recommendations with regards to turf protection.
10. All power and sound cords that cross walkways shall be taped and secured to avoid a tripping hazard.
11. No trees or other forestry may be moved, modified, damaged or destroyed to set up booths, tents, or exhibits. No ropes, exhibits, signs, banners or booths may be secured to any live forestry.
12. All walkways and boardwalks must be kept unobstructed at all times.
13. No vehicles shall be on the grass unless turf protection is in place.
14. All tents, tarps or items that are in emergency vehicle access lanes shall be affixed temporarily and shall be capable of being removed quickly in the event of emergency.
15. Fire department access roads shall have and maintain a clear and unobstructed width of 20 feet and unobstructed vertical clearance of not less than 13 feet 6 inches to allow for emergency vehicle traffic along ALL areas of open and closed streets (IFC 503.2.1). Booths and tents may be erected on either side of street, however, a 20 foot straight path must be provided.
16. All tents having an area in excess of 200 square feet shall require advance permitting through the Fire Department unless open on all sides (IFC 105.6.43).
17. Tents which can hold over 50 or more occupants must provide the Fire Department with a detailed site and floor plan detailing means of egress, seating capacity, location and type of heating and electrical equipment (IFC 3103.6).
18. Any tents larger than 400 square feet will require approval through the Fire Department. A Temporary Tent Permit Form will need to be completed and approved prior to the start of the event. This Temporary Tent Permit can be found on the Jackson Hole Fire / EMS website.
19. Tents, canopies or membrane structures shall not be located within 20 feet of lot lines, buildings, other tents, canopies or membrane structures, parked vehicles or internal combustion engines (IFC 3103.8.2)
20. Tents must meet the flame propagation performance criteria of NFPA 701 (IFC 3104.2).

21. Combustible materials shall not be located within any tent, canopy or membrane structure in use for public assembly (IFC 3104.5).
22. Smoking shall not be permitted in tents, canopies or membrane structures. Approved "No Smoking" signs shall be conspicuously posted (IFC 3104.6).
23. All open flame devices are strictly prohibited within tents unless approved by the fire code official (IFC 3104.7)
24. Portable 2A:10B-C fire extinguishers shall be provided, one minimum, for tents requiring permits with a 75 foot travel distance (IFC 3104.12).
25. Any cooking performed within tents shall require advance approval by the Fire Department (IFC 3104.15.3 – 3104.15.7).
26. 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).
27. All electrical/temporary power shall be in accordance with the 2011 National Electric Code and subject to inspection from this Department (IFC 605.9).
28. Public Safety Plan: Where the fire code official determines that an indoor or outdoor gathering of persons has an adverse impact on public safety through diminished access to buildings, structures, fire hydrants and fire apparatus access roads or where such gatherings adversely affect public safety services of any kind, the fire code official shall have the authority to order the development of, or prescribe a plan for, the provision of an approved level of public safety (IFC403.2). A formal plan on paper is not necessary to submit, but this topic should be considered in the planning and execution of the event.
29. Crowd Managers: For events having over 1000 participants, trained crowd managers shall be established at a ratio of one crowd manager to every 250 persons (IFC403.3). There is a link to an on-line Crowd Manager Training Program on the Jackson Hole Fire / EMS website. A formal plan on paper is not necessary to submit, but this topic should be considered in the planning and execution of the event.
30. Review and follow all of the guidelines listed on the Jackson Hole Fire/EMS website regarding Special Event Rules, based on the 2012 International Fire Code. These rules can be obtained from the Town of Jackson website. A formal plan on paper is not necessary to submit, but this topic should be considered in the planning and execution of the event.
31. The applicant shall take all measures necessary to comply with applicable alcohol dispensing laws and regulations, including the prevention of sales to and consumption by minors and the prohibition of consumption off the authorized premises. An ID bracelet system shall be utilized and all ID's checked. It is recommended that servers be TIPS trained prior to serving alcohol. No "over serving" shall be allowed to occur or serving to obviously intoxicated persons. Participants shall not be permitted to leave the event with open containers.
32. Alcoholic beverage sales shall be in 16 oz. or smaller plastic cups only.
33. Both alcohol token sales and alcohol sales end 30 minutes prior to the concert ending (as approved by the Town Council on August 19, 2013).
34. The applicant may sell mugs for alcoholic beverages that are approved by the Police Department. Vendors may not sell more than 16 oz. in the mugs, regardless of mug size.
35. The applicant shall be responsible to be alert to and report any instances of underage drinking to the Jackson Police Department.
36. Security will search spectators' bags at all entry points to assure that no outside alcohol is brought onsite.
37. The applicant shall be responsible for the closure of the parking lot and the procuring, posting and removal of any signage including but not limited no parking and handicapped parking signs associated with the event.
38. The applicant shall gain permission from Snow King to use their lots for event parking and any other owners of private or leased parking lots as applicable.
39. The applicant shall abide by any recommendations from the Police Department with regard to police presence at the event.

40. A designated T-shirt security detail in adequate numbers must be utilized to assist with crowd control and monitoring alcohol consumption.
41. The promoter shall pay for all police services at least five business days prior to the event to prevent the department from incurring a significant overtime expense should the event be rescheduled or cancelled. Payment is non-refundable if concert is cancelled within five days of the event. The current rate charged is \$65 per hour/ per officer, but this rate may increase for the 2021 fiscal year.
42. All exits must be clearly visible and include exit signs.
43. An adequate number of designated handicapped parking spaces shall be established in the vicinity of the concert along South Cache and Snow King Avenue.
44. Residents within a two block radius of the park shall be notified in advance of the date and beginning and ending times of the concerts.
45. The field lights shall be turned off by 11:00 P.M. but the applicant may continue to break down the concert stage and equipment until midnight utilizing smaller production lighting.
46. The applicant shall coordinate the timing of the closure of the parking lot and post event clean up with Parks and Recreation. Closure of the parking lot shall not displace any scheduled ball games and the field shall be cleaned up prior to any scheduled ball games.
47. The applicant shall obtain Council permission for any additional concert dates.

SUGGESTED MOTION: I move to approve the special event application made by Center Management Inc. for the Jackson Hole Live 2020 Concert Series, subject to the conditions and restrictions listed in the staff report.

Special Event Application

Submit Completed Document To:

Town Hall
Town of Jackson - Special Events
150 East Pearl Street
P.O. Box 1687
Jackson, Wyoming 83001

cpelletier@townofjackson.com
(307) 733-3932 ext. 1112 (phone)
(307) 739-0919 (fax)



**A completed application
must be submitted at least
21 days prior to your event.**

Non-Profit Fee: \$25
For-Profit Fee: \$150

APPLICANT INFORMATION

Name of Event: JacksonHoleLive 2020

Name of Organization: Center Management, Inc.

Type of Organization: ☒ Non-Profit ☐ Public Agency ☐ For-Profit Business

Mailing Address: PO Box 10965

City: Jackson State: WY Zip Code: 83002

Name of Person Completing Application: Jeffrey Potter

Email Address: jhpjpotter@yahoo.com

Work Phone: 3072011633 Cell Phone: 6502690468

EVENT INFORMATION

Type of Event: ☐ Run / Walk ☒ Concert ☐ Filming ☐ Assembly
☐ Parade ☐ Festival ☐ Biking ☐ Education
☐ Other: _____

Description & Purpose of Event *(Attach additional sheets if necessary):* _____

JacksonHoleLive seeks to host 4 outdoor summer concerts

Location of Event: Snow King Ballpark Alternative Location: none

Date(s) of Event: 6/21, 6/26, 28 or 7/3, July 19, July Event Operating Hours: 5:00 PM-10:00 PM

Event Set Up Begins Date: _____ Time: 6:00 AM on show days

Event Clean Up Ends Date: _____ Time: 12:00 Noon following

Special Event Application

EVENT INFORMATION (Continued)

Estimated Event Attendance (Spectators and Participants) Per Day: 4000 Total Event: 16000

Special Considerations (check all that apply):

- | | | |
|---|---|---|
| ☒ Alcoholic Beverages | ☒ Cooking/Grilling | ☒ Electricity Requested |
| ☒ Food Sales | ☒ Merchandise Sales | ☒ Recurring Event |
| ☒ Ticketed Admission | ☒ Sound Amplification | ☐ Pets or Animals |
| ☒ Tents | ☐ Street Closure | ☐ Sidewalk Closure |
| ☐ Overnight Parking | ☐ Overnight RV Camping | ☐ Use of Town Square |

Event Co-Sponsor (s): _____

All for-profit organizations must submit a letter of event sponsorship from a non-profit organization if sales are requested on public property.

Will you be charging admission or a fee for your event? ☒ Yes ☐ No

Alternative Contact Information During the Event (someone besides applicant who will be on site and available for Town personnel or Police to contact during the event):

Name: Shannon McCormick Cell Phone: 307-413-3032

EVENT SITE PLAN

On a separate sheet of paper, provide a Site Plan sketch of the event. Include maps or a diagram of the entire event including the names of streets or areas that are part of the venue and the surrounding area. The plan should include the following (if applicable):

- | | |
|--|--|
| ☒ Tents (X) | ☒ Food Vendors (FV) |
| ☒ Beverage Vendors (BV) | ☒ Alcohol Vendors (A) |
| ☒ Portable Toilets (T) | ☒ Hand Washing Sink (HWS) |
| ☒ Stages or Amplified Sound (SO) | ☐ Bleachers (BL) |
| ☒ Garbage Receptacles (G) | ☒ Recycling Receptacles (RR) |
| ☒ Retail Merchants (RM) | ☒ Security (P) |
| ☒ Fire Lane (FL) | ☐ Fire Extinguishers (EX) |
| ☒ First Aid / EMS (FA) | ☒ Barricades (B) |
| ☒ Electricity / Generator (EL) | ☐ Trailers, Vehicles, Storage (TR) |

Fire hydrants or sidewalk curb breaks that are used for ADA accessibility may not be blocked at any time.

Special Event Application

STREET / SIDEWALK / PUBLIC PARKING LOT - CLOSURE REQUESTS

Will the event close any street, sidewalk, alley or public parking lot?

☒ Yes ☐ No

Area of Closure Request

Date(s)

Start Time

End Time

Snow king Ball Park parking lot Show Days 12:00 midnight 11:59 PM

The applicant will be responsible for production, posting and removal of "No Parking" and "Handicap Parking" signs along Town streets where public parking spaces exist within the event site. If the event involves a closure this will be need to be coordinated with the Jackson Police Department at least 2 weeks prior to the requested closure date. Jackson Police Department: (307) 733-1430. All parking signs, road signs, cones and barricades must be taken down immediately following the event's ending time.

Will the event restrict / close access to any public parking spaces?

☒ Yes ☐ No

If "Yes", how many parking spaces will be unavailable due to the event: All parking spaces

Will the event closure requests impact any START Bus routes?

☐ Yes ☒ No

If "Yes", which routes will be impacted? Has START Bus been contacted about this impact?

Route Description: _____ START Bus contacted?

☐ Yes ☐ No

RESIDENT AND/OR BUSINESS NOTIFICATION

Events that require road closures, parking space closures, or sidewalk closures or may cause disruption for the Town of Jackson residents, businesses, churches, etc. may be required to mail or hand deliver notification to the affected parties within a two block radius at least one week prior to the event's Town Council consideration meeting. Notices must reflect the date(s), day(s), time(s) and location(s) of the event, types of activities taking place at the event, the event coordinator's contact information and the date and time of the Town Council meeting.

Have you provided a sample of the notice and a proposed list of recipients?

☐ Yes ☒ No

Special Event Application

TOWN EQUIPMENT REQUESTS

Indicate the type and the quantity of items that you are requesting:

<u>40</u> Large Street Barricades	<u> </u> "Road Closed" Street Signs
<u> </u> Small Sidewalk Barricades	<u> </u> "Local Traffic Only" Street Signs
<u>60</u> 28 Inch Street Cones	<u> </u> "Detour" Street Signs
<u> </u> Candlestick Cones	<u> </u> 32-Gallon Recycling Bins

☼ The equipment above can be arranged through the Public Works Department (307) 733-3079. A \$500 deposit will be required at the time of pick-up for equipment. The applicant is responsible for arranging the pick up of equipment from the Public Works Department as well as returning equipment immediately following the event. The Town of Jackson will only deliver equipment to parades and Town sponsored events.

☼ The Town of Jackson has a very limited number of recycling bins that can be utilized as part of your event's recycle plan. The applicant will be responsible for emptying the recycle containers and cleaning the bins before they are returned to the Public Works Department.

☼ If you are uncertain of the exact number of equipment needed please feel free to contact either the special event coordinator or the Public Works Department for additional information.

☼ Additional equipment such as bleachers, electrical spiderboxes, etc., can be requested through the Parks and Recreation Department (307) 732-5753.

TOWN SERVICES REQUESTS

Indicate the Town services that you are requesting. *Please note: you will need to coordinate services with individual departments and a fee may be associated with your request.*

POLICE DEPARTMENT

(307) 733-1430

☐ Event Security	☒ Mounted Horse Patrol	☐ Traffic Control
☐ Race Lead Vehicle	☐ Parade Lead Vehicle	☒ General Presence
☐ Towing / Ticketing	☐ Assistance with Parking Closures	☐ Assistance with Street Closures

Please describe in detail your request: _____

Chief Smith typically requires one officer on duty at the event as well as Mounted Patrol.

The Chief of Police determines if police services will be needed at the special event for public safety concerns. The Chief of Police will also determine the number of police officers to staff the event. Fees may be associated with the need for additional police services at the event.

Special Event Application

TOWN SERVICES REQUESTS (Continued)

PUBLIC WORKS DEPARTMENT (307) 733-3079

☐ Street Sweeping

☐ Snow Removal

☐ Street Marking

Please describe in detail your request

PARKS AND RECREATION DEPARTMENT (307) 732-5753

☒ Irrigation Locates - Any event placing stakes in turf must obtain irrigation locates.

☒ Electricity Access

☐ Turf / Tree Care - Any additional mowing, raking, trimming or spraying needs.

☐ Additional Public Restroom Cleaning

Please describe in detail your request: Irrigation locates prior to each show, use of ballpark

potable water for water station, removal of bases, field painting of egress aisles

**Please note: if you are requesting the use of a public park or public ball field you must confirm and reserve your space through the Parks and Recreation Department. The only exception is George Washington Memorial Park (Town Square), which does not require a reservation form.*

Is the requested event site a public park or ball field?

☒ Yes

☐ No

If "Yes", has the site been reserved with Parks and Recreation?

☐ Yes

☒ No

FIRE / EMS DEPARTMENT (307) 733-4732

☐ Foot Patrol

☐ Ambulance

☐ Fire Engine

☐ Rescue Truck

☐ Bicycle Patrol

☐ Event Site Inspection

Please describe in detail your request: _____

Special Event Application

TOWN SERVICES REQUESTS (Continued)

START BUS

(307) 732-8651

☐ Event Specific Shuttle(s)

Please describe in detail your request: _____

VOICE / MUSIC AMPLIFICATION REQUESTS

Will your event have any amplified sound? ☒ Yes ☐ No

If "Yes", please indicate times: Start Time: 1:00 PM Finish Time: 10:00 PM

Will your event feature any musical entertainment? ☒ Yes ☐ No

If "Yes", please attach the schedule of any music or entertainment proposed to occur during event.

SIGN or BANNER REQUESTS

Are you requesting to hang signs or banners? ☒ Yes ☐ No

If "Yes", have you completed a sign permit application? ☒ Yes ☐ No

A Sign Permit Application will need to be submitted along with this application if signs are requested. This permit can be accessed on the Town of Jackson website or through the Planning Department.

INSURANCE REQUIREMENTS

An insurance certificate is required prior to the start of your event. This certificate must name 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. Please be sure to include alcohol liability if there will be alcohol at the event. You must supply insurance before your event.

A certificate of insurance is attached: ☐ Yes ☒ No

Special Event Application

PORTABLE RESTROOMS AND SINKS

The Town of Jackson requires the applicant to provide additional chemical toilets or portable toilets for all events with an anticipated peak time attendance exceeding 75 people.

You are required to provide portable restroom facilities at your event unless you can substantiate the sufficient availability of both ADA accessible and non-accessible facilities in the immediate area of the event site which will be available to the public during your event. The Town of Jackson may determine the total number of required restroom facilities required on a case-by-case basis based on the presence of food and drink at the event and the maximum number of attendees at your event during peak time. The Town of Jackson may determine that you need to coordinate with Parks and Recreation for additional public restroom cleanings if you intend on using a public restroom as part of your restroom facility plan.

Do you plan to provide portable restroom facilities? ☒ Yes ☐ No

If "Yes", please indicate the total number of portable toilets and number of ADA accessible toilets.

Total Number of Portable Toilets: 14-18 Number of ADA Accessible Portable Toilets: 2

If "No", please explain: _____

Portable restrooms may not be located within 50 feet of any food vendor.

Restroom Company: Macy's Services

Restroom Drop off / Pick Up Date for Drop Off: Friday Time for Drop Off: morning

Date for Pick Up: Monday after Time for Pick Up: morning

ALCOHOL

Will there be alcoholic beverages at the event? ☒ Yes ☐ No

Will you be offering any alcoholic beverages besides beer? ☒ Yes ☐ No

If "Yes", what will be offered in addition to beer? Sloshies, wine, specialty mixed cocktail

If you are planning on serving alcoholic beverages at your event, then either a completed Malt Beverage Permit (beer only) or Catering Permit (beer, wine and/or spirits) must be submitted. You can access these applications on the Town of Jackson website.

Special Event Application

VENDORS / MERCHANTS / SALES

Will anything be sold at your event?

☒ Yes

☐ No

If you are planning on selling items at your event then you will need to complete either an Exposition Business License (for 2 or more vendors) or a Transient Merchant License (for 1 vendor). A complete list of vendors, including a vendor tax ID, must be submitted to the Town of Jackson and to the State of Wyoming's Department of Revenue prior to the event. Both the Exposition License and the Transient Merchant License are on the Town of Jackson's website.

Please describe any sales activity at your event:

Will any food or beverages be sold at your event?

☒ Yes

☐ No

If "Yes", you will need to contact the Teton County's Department of Environmental Health prior to the event (307) 732-8490.

TRASH REMOVAL PLAN

All events are required to have a plan for the collection removal of trash during and after the event. The trash receptacles located in the Town parks, parking lots, ball fields, sidewalks and public restrooms should not be included in the waste removal plan. ***For assistance with formulating a Trash Removal Plan please contact Integrated Solid Waste and Recycling at (307) 732-5771.***

Will you be using a waste company for your waste removal plan?

☒ Yes

☐ No

If "Yes", which company will you be using? Westbank Sanitation

How many trash receptacles will be supplied for your event? 3 8-yard dumpsters

When will the trash receptacles be delivered? Friday or or before

When will the trash receptacles be picked up and removed from site? Monday after

Describe your plan for the collection and removal of trash during your special event:

We will have 14-16 large trash bins on site with a crew of folks removing full can liners and replacing them, then hauling full liners to dumpsters. recycling will accompany all trash cans.

Applicants are responsible for cleaning and restoring the site immediately following the event. Please pick up all trash associated with your event including, but not limited to paper, bottles, cans, signs, course markings, etc. The cost of any employee overtime incurred because of an applicant's failure to clean / restore the site following the event will be borne by the applicant and will be considered in future application requests. If you believe that no litter will be generated during your event please state this in your plan.

Special Event Application

SUSTAINABLE EVENT PLANNING

The Town of Jackson encourages all special events to strive to be sustainable in our community and for our environment. We have partnered with the **Teton County Integrated Solid Waste and Recycling (ISWR)** to offer opportunities to help your special event to be as "green" as possible. Opportunities available:

- ☐ Rental / Use of Recycling Bins for Special Events
- ☐ Use of JH20 Water Bottle Refilling Station for Special Events
- ☐ Consultation on Conducting Green Special Events

Please contact the Waste Diversion and Outreach Coordinator at ISWR at 307-732-5771.

RECYCLING PLAN

All events are required to have a plan for the collection and removal of recyclable materials during and after the event. The recycling receptacles located in the Town parks, parking lots, ball fields, sidewalks and public restrooms should not be included in the recycling collection and removal plan. **For assistance with formulating a Recycling Plan please contact Teton County Integrated Solid Waste and Recycling (ISWR) at (307) 732-5771.**

Will you be using a company for your recycling plan? ☐ Yes ☒ No

If "Yes" which company will you be using? _____

How many recycling receptacles will they (or you) supply for your event? 14-16

When will these recycling receptacles be delivered? from Snow King Center

When will recycling receptacles be picked up and removed from site? yes

Describe your plan for collection and removal of recyclable materials during your special event: Each trash can will be accompanied by a recycling bin for aluminum cans and plastic bottles. We also have a cup rental/purchase program and encourage patrons to bring refillable cups to minimize compostable cup waste.

Applicants are responsible for cleaning and restoring the site immediately following the event. If you believe that no recyclable materials will be generated during your event please state this in your plan. For a list of recyclables and how they need to be sorted, or for information about where the recycling bins are located call ISWR (307) 732-5771.

Special Event Application

SIGNIFICANT EVENT CHANGES

Has this event been approved in the Town of Jackson in previous years?

☒ Yes

☐ No

If "YES" please indicate any significant changes to the event request since its last approval:

No significant changes

STANDARD CONDITIONS OF APPROVAL

Please review the following standard list of conditions and restricts for events. Initial the bottom of each page indicating that you have read, understand and agree to these conditions and restrictions.

GENERAL

The event shall be conducted in a timely, safe and professional manner.

All town ordinances, including, but not limited to noise, possession and use of weapons, open fires and animals (including the prohibition of dogs in any town park) shall apply to all events except where specifically granted relief by the Town Council.

The applicant shall advise and instruct all participants, volunteers, vendors, merchants and spectators on event conditions, restrictions, prohibitions and responsibilities as indicated by the Town Council in the staff report.

Initials: JP

Special Event Application

STANDARD CONDITIONS FOR ALL EVENTS (continued)

TRASH / CLEAN UP

The applicant shall clean up immediately following each event and shall be responsible for the collection and removal of all refuse generated by the event.

If trash will be generated from the event, then the applicant must supply extra trash and containers and dispose of all trash generated by the event. Trash containers shall not be permitted to overflow.

If recyclable materials are generated from the event, then the applicant is required to provide recycling containers and provide for the removal of all recycled material. Recycling containers shall not be permitted to overflow.

STREETS

Fire department access roads shall have and maintain a clear and unobstructed width of 20 feet and unobstructed vertical clearance of not less than 13 feet 6 inches to allow for emergency vehicle traffic along ALL areas of open and closed streets (IFC 503.2.1). Booths and tents may be erected on either side of street, however, a 20 foot straight path must be provided.

SIDEWALKS

The applicant shall not block walkways or otherwise obstruct pedestrian traffic.

All walkways, boardwalks, entrances and ADA ramps must be kept open and unobstructed at all times

All power and sound cords that cross walkways shall be taped and secured to avoid a tripping hazard.

POWER / ELECTRICAL

Electrical power is available from Town Square. The applicant shall coordinate all power needs with the Parks & Recreation Department's Park Manager (307-733-5057) at least three (3) business days prior to the event.

All power and sound cords that cross walkways shall be taped and secured to avoid a tripping hazard.

All electrical/temporary power shall be in accordance with the 2011 National Electric Code and subject to inspection from this Department (IFC 605.9).

ADDITIONAL PERMIT & LICENSE FEES

The applicant shall apply and pay for all licenses and/or permits prior to the events.

Initials: JP _____

Special Event Application

STANDARD CONDITIONS FOR ALL EVENTS (continued)

TOWN EQUIPMENT

The use of the Parks & Recreation Department bleachers shall be coordinated through that department (307) 732-5753.

Barricade, road sign, cone and recycle bin use shall be coordinated through the Public Works Department. The applicants shall be responsible for pick up, setup, placement and disassembly and return. All equipment use require a \$500 damage deposit that must be submitted at the time of pick up at the Public Works Department to protect against any loss or damage.

All barricades, cones, bins and road signs must be removed immediately following the event. These items must be returned the same location as they were picked up.

PORTABLE RESTROOMS

If applicable, the applicant shall provide an adequate number of port-a-potties at the event site and shall arrange for their removal immediately at the conclusion of the event.

The applicant shall ensure all port-a-potties are placed on paved areas.

INSURANCE

The applicant and all participating organizations are required to maintain liability insurance in the amount of \$1,000,000.00. Prior to the event, each organization shall provide a certificate of insurance naming 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. The Town Attorney shall approve all certificates of insurance.

FOOD / VENDING

The applicant shall obtain the necessary food service permits from Teton County Environmental Health.

The applicant shall provide additional trash receptacles in the food service areas.

Per Section 5.20 of the Municipal Code: The applicant shall be responsible for ensuring that all sales tax receipts are remitted to the Wyoming Department of Revenue and in no event later than the thirtieth day of the month following the exposition [and] acquire and keep on file names, addresses and phone numbers of all participants.

In addition to providing a list of all participating vendors, artists, and merchants, along with their social security numbers and addresses, to the Wyoming Department of Revenue, pursuant to Jackson Municipal Code Section 5.20.020 A.1.b., the applicant shall also provide that same list to the Town of Jackson Finance Department.

Vendors shall not dump hot water or other liquids on the turf.

Initials: JP

Special Event Application

STANDARD CONDITIONS FOR ALL EVENTS (continued)

ALCOHOL

The applicant shall take all measures necessary to comply with applicable alcohol dispensing laws and regulations, including the prevention of sales to and consumption by minors and the prohibition of consumption off the authorized premises. All ID's must be checked and ID bracelet system may be required.

Only 16oz or small plastic cups are used for beer and alcohol sales.

No alcohol shall be served in bottles or glass containers.

The applicant shall be responsible to be alert to and report any instances of underage drinking to the Jackson Police Department.

It is recommended that servers be TIPS trained prior to serving alcohol. No "over serving" shall be allowed to occur or serving to obviously intoxicated persons.

Participants shall not be permitted to leave the event with open containers.

No more than two beers shall be sold to any person at any one time.

TOWN PARKS

The applicant shall coordinate the use of any public park (including the Town Square), including reservations, paperwork and applicable fees, with the Parks and Recreation Department.

The applicant shall coordinate park reservation and the payment of Parks & Recreation fees at least 30 days prior to the event.

The applicant is required to provide turf protection in front of and behind any table or other exhibit where crowds will stand. The applicant shall abide by all Parks & Recreation Department recommendations with regards to turf protection.

Vehicles are prohibited on all turf areas of any park or anywhere within the Town Square.

No trees or other forestry may be moved, modified, damaged or destroyed to set up booths, tents, or exhibits. No ropes, exhibits, signs, banners or booths may be secured to any live forestry.

Use of Town Square shall be subject to the submission to and approval of staff of a detailed site plan, indicating set-up, safety procedures and turf protection, and the imposition of such other conditions or restrictions deemed necessary.

Irrigation locates are required if stakes are placed in the ground. Applicant may forfeit damage deposit if an irrigation locate is not conducted and irrigation equipment is damaged.

Per Municipal Code, dogs are not allowed in Town Parks.

Initials: JP

Special Event Application

STANDARD CONDITIONS FOR ALL EVENTS (continued)

TENTS

Irrigation locates are required before any tents may be erected or stakes or any other items are placed in any public park, including the Town Square. The applicant shall coordinate all water locates with the Parks & Recreation Department's Park Manager (307-732-5793) at least three (3) business days prior to the event.

All tents having an area in excess of 200 square feet shall require advance permitting through the Fire Department unless open on all sides (IFC 105.6.43).

Tents which can hold over 50 or more occupants must provide the Fire Department with a detailed site and floor plan detailing means of egress, seating capacity, location and type of heating and electrical equipment (IFC 3103.6).

Tents, canopies or membrane structures shall not be located within 20 feet of lot lines, buildings, other tents, canopies or membrane structures, parked vehicles or internal combustion engines (IFC 3103.8.2).

Tents must meet the flame propagation performance criteria of NFPA 701 (IFC 3104.2).

Combustible materials shall not be located within any tent, canopy or membrane structure in use for public assembly (IFC 3104.5).

Smoking shall not be permitted in tents, canopies or membrane structures. Approved "No Smoking" signs shall be conspicuously posted (IFC 3104.6).

All open flame devices are strictly prohibited within tents unless approved by the fire code official (IFC 3104.7)

Portable 2A:10B-C fire extinguishers shall be provided, one minimum, for tents requiring permits with a 75 foot travel distance (IFC 3104.12).

Any cooking performed within tents shall require advance approval by the Fire Department (IFC 3104.15.3 – 3104.15.7).

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).

FAIR GROUNDS / RODEO GROUNDS

All use of the Rodeo Grounds shall be coordinated through and subject to the approval of the Fair Manager under the authority of the Parks and Recreation Department.

Anyone camping at the Rodeo Grounds shall indicate that they are affiliated with the group by placing a card in the windshield of their vehicle. Campers are reminded that fires are not permitted.

Initials: JP

Special Event Application

STANDARD CONDITIONS FOR ALL EVENTS (continued)

ROAD CLOSURES / PUBLIC PARKING CLOSURES

The applicant shall notify all business, residences, churches, etc. affected by the street closures and public parking closures prior to the public hearing.

The applicant shall notify, in advance, all business, residences, churches, etc. affected by the street closures and public parking closures and shall provide advance community radio and/or newspaper announcements regarding the event and the closures.

The applicant shall coordinate all road closures with the Police Department and shall provide an adequate number of volunteers to assist with traffic control and barricade setup/removal during each event.

The applicant shall coordinate all road closures with START, Fire/EMS, Public Works and the Police Department. Volunteer placement and assignments shall be reviewed and approved in advance with the Police Department.

The applicant shall be responsible for producing, posting and removing the temporary No Parking signs. No Parking signs must be posted two days prior to the parking closures. The applicant should meet with the Police Department two weeks prior to the event to discuss the procurement, posting and removal of the signs.

Emergency vehicle access lanes shall be maintained during the event.

FIREWORKS

All fireworks displays must be approved by the Fire Chief prior to the event.

The Fire Department will monitor the firing area potential for wildfire. The Department will make recommendations directly to the applicant for mitigation and will give final approval the day of the event.

The application shall be subject to the review and approval of the Fire Department and any additional conditions or restrictions placed by such Department.

Please note, that the conditions and restrictions listed above are standard for special events held in Town, additional conditions or restrictions may be required by the Town Council and/or staff upon further review of the application.

I have read and understand the standard conditions for events. I have answered all of the questions in this application truthfully and to the best of my knowledge.

APPLICANT: 
Signature

APPLICANT: Jeffrey Potter
Printed Name

DATE: 01/16/2020

TITLE: _____



TOWN OF JACKSON

TOWN COUNCIL

AGENDA DOCUMENTATION

PREPARATION DATE: January 30, 2020
MEETING DATE: February 3, 2020

SUBMITTING DEPARTMENT: Town Clerk
DEPARTMENT DIRECTOR: Roxanne Devries Robinson
PRESENTER: Carl Pelletier

SUBJECT: Jackson Hole Rendezvous Town Concert 2020

STATEMENT/PURPOSE

The Mayor and Council approve the use of town streets, temporary street closures, temporary signage, use of Town equipment, and services of Town personnel for special events.

BACKGROUND/ALTERNATIVES

The applicants, Highline Sports and Entertainment and the Jackson Hole Chamber of Commerce, request permission to host the Jackson Hole Rendezvous Town Concert on Friday, March 27, 2020 from 5:00 P.M. until 9:45 P.M. This will be a free concert for the public and up to 3,500 spectators are expected to attend this event.

There are no significant material changes to this request from past applications in previous years.

The applicant requests the following from the Town in association with the event:

1. Closure East Broadway from Cache to King Street and Center Street from Deloney to East Broadway from Friday, March 27, 2020 at 5:00 A.M. until Saturday, March 28, 2020 at 2:00 A.M. These streets would be closed to vehicle and pedestrian traffic during this time. Pedestrians would not be allowed access to these streets; however, the following walkways will remain open:
 - a. The boardwalk on the south side of E. Broadway
 - b. The sidewalk on the north side of E. Broadway (from King Street to Center Street)
 - c. The sidewalk on the east side of Center Street
2. Permission from Town Council for amplified sound associated with the Rendezvous Concert.
3. Permission to use Town barricades and road signs.
4. Access to electricity in Town Square if necessary.
5. Catering permit on Friday, March 27th from 5:00 P.M. to 9:30 P.M. for alcohol sales on Broadway Avenue and Center Street.
6. Relief from Town ordinances as follows: Applicant requests the issuance of a catering permit for Broadway Avenue (between Cache and Center) Center Street (between Deloney and Broadway) on Friday, March 27th. Beer, wine and spirits will be served in the roped off area of Center and Broadway as indicated in the site map. Municipal Code 6.40.050 prohibits open containers and the consumption of alcohol on any street, sidewalk or curb or any other public property. Alcohol will not be permitted in the George Washington Memorial Park.
7. An expo application.
8. Permission to display up to 8 temporary signs to aid in pedestrian flow around the Town Square per the Perimeter Signage Plan contained in this application.
9. Permission to display several on-site promotional banners, signs, inflatables and displays on the

day of the event.

10. Permission for the Public Works Department to place Jersey Barriers at the intersections of Cache/Broadway, Deloney/Center, and Broadway/King.

This application has been submitted to all Town departments for review.

After review of the application and speaking with the event organizers the Parks and Recreation Department has concerns about potential damage to the turf on the Town Square due to pedestrian traffic associated with this event in combination with potential wet and muddy conditions of the grounds during this time of year. Parks and Recreation has indicated that they would be satisfied with a \$2,500 damage deposit collected from the organizer prior to the event.

ATTACHMENTS

Special Event Application

FISCAL IMPACT

Direct income includes income from the Exposition Business License (\$200) and catering permit (\$20). The Police Department incurs a fiscal impact of approximately \$1,500 associated with enforcing parking and patrolling the event. The event organizers have indicated that they would be willing to pay staffing expenses incurred by the Police Department.

STAFF IMPACT

The services of numerous police and community service officers for patrol and traffic control, and the services of Parks and Recreation personnel for access to electricity. The services of Public Works Department to move and place 'jersey barriers' at intersections surrounding the venue for security. The possibility of street plowing by Public Works.

LEGAL REVIEW

N/A

RECOMMENDATION

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

1. The applicant shall clean up immediately following each event and shall be responsible for the collection and removal of all refuse generated by each event. Additional trash receptacles are required at food vending booths. The applicant is required to provide recycling containers and provide for the removal of all recycled material.
2. Fire department access roads shall have and maintain a clear and unobstructed width of 20 feet and unobstructed vertical clearance of not less than 13 feet 6 inches to allow for emergency vehicle traffic along ALL areas of open and closed streets (IFC 503.2.1). Booths and tents may be erected on either side of street, however, a 20 foot straight path must be provided.
3. Electrical power is available from Town Square. The applicant shall coordinate all power needs with the Parks & Recreation Department at least three (3) business days prior to the event.
4. All power and sound cords that cross walkways shall be taped and secured to avoid a tripping hazard.
5. No trees or other forestry may be moved, modified, damaged or destroyed to set up booths, tents, or exhibits. No ropes, exhibits, signs, banners or booths may be secured to any live forestry.
6. All walkways and boardwalks must be kept unobstructed at all times.
7. Attaching signage of any kind to the antler arches or fences is prohibited.
8. The applicant shall post a \$2,500 damage/clean up deposit with the Parks and Recreation Department at least three (3) days prior to this event.

9. The applicant shall be responsible for the production, posting and removal of the no parking signage. The applicant will work with the Jackson Hole Police Department who will be responsible for removal or towing vehicles parked in designated no parking spaces.
10. The applicant shall coordinate all road closures with the Police Department and shall provide an adequate number of volunteers to assist with traffic control and barricade setup/removal during the event.
11. The promoter shall pay for all police services at least five business days prior to the event to prevent the department from incurring a significant overtime expense should the event be rescheduled or cancelled. Payment is non-refundable if concert is cancelled within five days of the event. The current rate charged is \$65 per hour/ per officer, but this rate may increase for the 2021 fiscal year.
12. Barricades and Road Closed signs are available from the Public Works Department. The applicant shall coordinate all barricade and signage needs with the Public Works Department at least three (3) business days prior to the event.
13. The applicant must receive permission from the Town Council to display signs within the Town of Jackson before or during their event
14. The applicant shall obtain the necessary food service permits from Teton County Environmental Health.
15. The applicant shall take all measures necessary to comply with applicable alcohol dispensing laws and regulations, including the prevention of sales to and consumption by minors and the prohibition of consumption off the authorized premises. An ID bracelet system shall be utilized and all ID's checked.
16. Only 16oz or small plastic cups are used for beer sales.
17. The applicant shall apply and pay for all licenses and/or permits prior to the events.
18. The applicant shall notify, in advance, all business affected by the street closures and shall provide advance community radio and/or newspaper announcements regarding the event, the street closures, and the promotion of free parking in area public parking lots.
19. The applicant shall not block the store fronts of businesses with service vehicles or trailers for longer than one hour.
20. The applicant and all participating organizations are required to maintain liability insurance in the amount of \$1,000,000.00. Prior to the event, each organization shall provide a certificate of insurance naming 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. The Town Attorney shall approve all certificates of insurance.
21. The applicant shall advise and instruct all participants on the conditions, restrictions, prohibitions and responsibilities imposed on these events and assist in their enforcement.
22. All town ordinances, including noise and animals (including the prohibition of dogs in any town park) shall apply to all events except where specifically granted relief by the Town Council.
23. The applicant and all participants shall conduct all activities in a responsible, professional and timely manner.
24. In addition to providing a list of all participating vendors, artists, and merchants, along with their social security numbers and addresses, to the Wyoming Department of Revenue, pursuant to Jackson Municipal Code Section 5.20.020 A.1.b., the applicant shall also provide that same list to the Town of Jackson Finance Department.
25. Per Section 5.20 of the Municipal Code: The applicant shall be responsible for ensuring that all sales tax receipts are remitted to the Wyoming Department of Revenue and in no event later than the thirtieth day of the month following the exposition. [and] e. Acquire and keep on file names, addresses and phone numbers of all participants.
26. All tents having an area in excess of 200 square feet shall require advance permitting through the Fire Department unless open on all sides (IFC 105.6.43).

27. Tents which can hold over 50 or more occupants must provide the Fire Department with a detailed site and floor plan detailing means of egress, seating capacity, location and type of heating and electrical equipment (IFC 3103.6).
28. Tents, canopies or membrane structures shall not be located within 20 feet of lot lines, buildings, other tents, canopies or membrane structures, parked vehicles or internal combustion engines (IFC 3103.8.2).
29. Tents must meet the flame propagation performance criteria of NFPA 701 (IFC 3104.2).
30. Combustible materials shall not be located within any tent, canopy or membrane structure in use for public assembly (IFC 3104.5).
31. Smoking shall not be permitted in tents, canopies or membrane structures. Approved "No Smoking" signs shall be conspicuously posted (IFC 3104.6).
32. All open flame devices are strictly prohibited within tents unless approved by the fire code official (IFC 3104.7)
33. Portable 2A:10B-C fire extinguishers shall be provided, one minimum, for tents requiring permits with a 75 foot travel distance (IFC 3104.12).
34. Any cooking performed within tents shall require advance approval by the Fire Department (IFC 3104.15.3 – 3104.15.7).
35. 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).
36. All electrical/temporary power shall be in accordance with the 2011 National Electric Code and subject to inspection from this Department (IFC 605.9).
37. Public Safety Plan: Where the fire code official determines that an indoor or outdoor gathering of persons has an adverse impact on public safety through diminished access to buildings, structures, fire hydrants and fire apparatus access roads or where such gatherings adversely affect public safety services of any kind, the fire code official shall have the authority to order the development of, or prescribe a plan for, the provision of an approved level of public safety (IFC403.2).
38. Review and follow all of the guidelines listed on the Jackson Hole Fire/EMS website regarding Special Event Rules, based on the 2012 International Fire Code. These rules can be obtained from the Town of Jackson website.

SUGGESTED MOTION

I move to approve the special event application made by the Highline Sports and Entertainment and the Jackson Hole Chamber of Commerce for the Rendezvous Town Concert, subject to the conditions and restrictions listed in the staff report.

Special Event Application

Submit Completed Document To:

Town Hall
Town of Jackson - Special Events
150 East Pearl Street
P.O. Box 1687
Jackson, Wyoming 83001

cpelletier@townofjackson.com
(307) 733-3932 ext. 1112 (phone)
(307) 739-0919 (fax)



**A completed application
must be submitted at least
21 days prior to your event.**

Non-Profit Fee: \$25
For-Profit Fee: \$150

APPLICANT INFORMATION

Name of Event: JACKSON HOLE RENDEZVOUS

Name of Organization: HIGHLINE SPORTS & ENTERTAINMENT/JACKSON HOLE CHAMBER OF COMMERCE

Type of Organization: ☒ Non-Profit ☐ Public Agency ☒ For-Profit Business

Mailing Address: 12 VAIL ROAD, SUITE 500 | PO BOX 550

City: VAIL | JACKSON State: CO | WY Zip Code: 81657 | 83001

Name of Person Completing Application: PEGGY WOLFE

Email Address: PEGGY@GOHIGHLINE.COM | MO@JACKSONHOLECHAMBER.COM

Work Phone: 970.476.6797 | 307.201.2302 Cell Phone: 970.390.4158 | 541.908.5314

EVENT INFORMATION

Type of Event: ☐ Run / Walk ☒ Concert ☐ Filming ☐ Assembly
☐ Parade ☐ Festival ☐ Biking ☐ Education
☐ Other:

Description & Purpose of Event (Attach additional sheets if necessary):

FREE CONCERT DESIGNED TO ATTRACT VISITORS TO THE TOWN OF JACKSON TO CELEBRATE ITS UNIQUE CHARACTER AND ASSIST WITH ECONOMIC SUSTAINABILITY

Location of Event: E. DELONEY AVE. TO E. BROADWAY AVE. FROM KING ST. TO CACHE ST.-THIS DOES NOT INCLUDE THE TOWN SQUARE Alternative Location: NA

Date(s) of Event: FRIDAY, MARCH 27, 2020 Event Operating Hours: 5PM-9:45PM

Event Set Up Begins Date: 03/27/20 Time: 5AM

Event Clean Up Ends Date: 03/28/20 Time: 2AM

Special Event Application

EVENT INFORMATION (Continued)

Estimated Event Attendance (Spectators and Participants) Per Day: 3,500 | 70 Total Event: 3,500 | 70

Special Considerations (check all that apply):

- | | | |
|---|--|---|
| ☒ Alcoholic Beverages | ☒ Cooking/Grilling | ☐ Electricity Requested |
| ☒ Food Sales | ☐ Merchandise Sales | ☒ Recurring Event |
| ☐ Ticketed Admission | ☐ Sound Amplification | ☐ Pets or Animals |
| ☒ Tents | ☒ Street Closure | ☐ Sidewalk Closure |
| ☐ Overnight Parking | ☐ Overnight RV Camping | ☐ Use of Town Square |

Event Co-Sponsor (s): JACKSON HOLE CHAMBER OF COMMERCE | TETON COUNTY SEARCH & RESCUE FOUNDATION

All for-profit organizations must submit a letter of event sponsorship from a non-profit organization if sales are requested on public property. NA-JACKSON HOLE CHAMBER OF COMMERCE

Will you be charging admission or a fee for your event? ☐ Yes ☒ No

Alternative Contact Information During the Event (someone besides applicant who will be on site and available for Town personnel or Police to contact during the event):

Name: SCOTT BLUHM Cell Phone: 970.331.6018

EVENT SITE PLAN

On a separate sheet of paper, provide a Site Plan sketch of the event. Include maps or a diagram of the entire event including the names of streets or areas that are part of the venue and the surrounding area. The plan should include the following (if applicable):

- | | |
|---|---|
| ☐ Tents (X) | ☐ Food Vendors (FV) |
| ☐ Beverage Vendors (BV) | ☐ Alcohol Vendors (A) |
| ☐ Portable Toilets (T) | ☐ Hand Washing Sink (HWS) |
| ☐ Stages or Amplified Sound (SO) | ☐ Bleachers (BL) |
| ☐ Garbage Receptacles (G) | ☐ Recycling Receptacles (RR) |
| ☐ Retail Merchants (RM) | ☐ Security (P) |
| ☐ Fire Lane (FL) | ☐ Fire Extinguishers (EX) |
| ☐ First Aid / EMS (FA) | ☐ Barricades (B) |
| ☐ Electricity / Generator (EL) | ☐ Trailers, Vehicles, Storage (TR) |

Fire hydrants or sidewalk curb breaks that are used for ADA accessibility may not be blocked at any time.

Special Event Application

STREET / SIDEWALK / PUBLIC PARKING LOT - CLOSURE REQUESTS

Will the event close any street, sidewalk, alley or public parking lot?

☒ Yes

☐ No

Area of Closure Request	Date(s)	Start Time	End Time
	03/27/20	5AM	
E. DELONEY AVE. TO E. BROADWAY AVE. FROM KING ST. TO CACHE ST.	03/28/20		2AM

The applicant will be responsible for production, posting and removal of "No Parking" and "Handicap Parking" signs along Town streets where public parking spaces exist within the event site. If the event involves a closure this will be need to be coordinated with the Jackson Police Department at least 2 weeks prior to the requested closure date. Jackson Police Department: (307) 733-1430. All parking signs, road signs, cones and barricades must be taken down immediately following the event's ending time.

Will the event restrict / close access to any public parking spaces?

☒ Yes

☐ No

If "Yes", how many parking spaces will be unavailable due to the event: approx 60 parking spaces

Will the event closure requests impact any START Bus routes?

☐ Yes

☒ No

If "Yes", which routes will be impacted? Has START Bus been contacted about this impact?

Route Description: _____ START Bus contacted?

☐ Yes

☐ No

RESIDENT AND/OR BUSINESS NOTIFICATION

Events that require road closures, parking space closures, or sidewalk closures or may cause disruption for the Town of Jackson residents, businesses, churches, etc. may be required to mail or hand deliver notification to the affected parties within a two block radius at least one week prior to the event's Town Council consideration meeting. Notices must reflect the date(s), day(s), time(s) and location(s) of the event, types of activities taking place at the event, the event coordinator's contact information and the date and time of the Town Council meeting.

Have you provided a sample of the notice and a proposed list of recipients?

☒ Yes

☐ No

Special Event Application

TOWN EQUIPMENT REQUESTS

Indicate the type and the quantity of items that you are requesting:

SEE ATTACHMENT Large Street Barricades

SEE ATTACHMENT "Road Closed" Street Signs

SEE ATTACHMENT Small Sidewalk Barricades

SEE ATTACHMENT "Local Traffic Only" Street Signs

_____ 28 Inch Street Cones

_____ "Detour" Street Signs

_____ Candlestick Cones

_____ 32-Gallon Recycling Bins

☼ The equipment above can be arranged through the Public Works Department (307) 733-3079. A \$500 deposit will be required at the time of pick-up for equipment. The applicant is responsible for arranging the pick up of equipment from the Public Works Department as well as returning equipment immediately following the event. The Town of Jackson will only deliver equipment to parades and Town sponsored events.

☼ The Town of Jackson has a very limited number of recycling bins that can be utilized as part of your event's recycle plan. The applicant will be responsible for emptying the recycle containers and cleaning the bins before they are returned to the Public Works Department.

☼ If you are uncertain of the exact number of equipment needed please feel free to contact either the special event coordinator or the Public Works Department for additional information.

☼ Additional equipment such as bleachers, electrical spiderboxes, etc., can be requested through the Parks and Recreation Department (307) 732-5753.

TOWN SERVICES REQUESTS

Indicate the Town services that you are requesting. *Please note: you will need to coordinate services with individual departments and a fee may be associated with your request.*

POLICE DEPARTMENT

(307) 733-1430

☒ Event Security

☐ Mounted Horse Patrol

☐ Traffic Control

☐ Race Lead Vehicle

☐ Parade Lead Vehicle

☐ General Presence

☐ Towing / Ticketing

☒ Assistance with
Parking Closures

☒ Assistance with
Street Closures

Please describe in detail your request: HIGHLINE REQUESTS FOUR [4] TOWN OF JACKSON POLICE BE ONSITE

DURING THE EVENT FROM 5PM-10PM TO SUPPORT & WORK WITH SECURITY DIRECTOR AND LOCAL SECURITY COMPANY

The Chief of Police determines if police services will be needed at the special event for public safety concerns. The Chief of Police will also determine the number of police officers to staff the event. Fees may be associated with the need for additional police services at the event.

Special Event Application

TOWN SERVICES REQUESTS (Continued)

PUBLIC WORKS DEPARTMENT (307) 733-3079

☐ Street Sweeping

☒ Snow Removal

☐ Street Marking

Please describe in detail your request: HIGHLINE REQUESTS THAT PUBLIC WORKS ASSISTS WITH SNOW REMOVAL

AS NEEDED

PARKS AND RECREATION DEPARTMENT (307) 732-5753

☐ Irrigation Locates - Any event placing stakes in turf must obtain irrigation locates.

☒ Electricity Access

☐ Turf / Tree Care - Any additional mowing, raking, trimming or spraying needs.

☐ Additional Public Restroom Cleaning

Please describe in detail your request: HIGHLINE REQUESTS THE USE OF PRE-EXISTING POWER WITHIN THE EVENT

FOOTPRINT

**Please note: if you are requesting the use of a public park or public ball field you must confirm and reserve your space through the Parks and Recreation Department. The only exception is George Washington Memorial Park (Town Square), which does not require a reservation form.*

Is the requested event site a public park or ball field? ☐ Yes ☒ No

If "Yes", has the site been reserved with Parks and Recreation? ☐ Yes ☐ No

FIRE / EMS DEPARTMENT (307) 733-4732

☒ Foot Patrol

☒ Ambulance

☐ Fire Engine

☐ Rescue Truck

☐ Bicycle Patrol

☐ Event Site Inspection

Please describe in detail your request: HIGHLINE REQUESTED ON SITE EMS/AMBULANCE ASSISTANCE THROUGHOUT

THE EVENT: One [1] ambulance with staff: 5PM-10PM. REQUEST SUBMITTED ONLINE 01.15.20.

Special Event Application

TOWN SERVICES REQUESTS (Continued)

START BUS

(307) 732-8651

☐ Event Specific Shuttle(s)

Please describe in detail your request: _____

VOICE / MUSIC AMPLIFICATION REQUESTS

Will your event have any amplified sound? ☒ Yes ☐ No

If "Yes", please indicate times: Start Time: 5PM Finish Time: 9:45PM

Will your event feature any musical entertainment? ☒ Yes ☐ No

If "Yes", please attach the schedule of any music or entertainment proposed to occur during event.

JACKSON HOLE RENDEZVOUS 2020 WILL FEATURE TBA HEADLING THE PERFORMANCE AT TOWN SQUARE ON FRIDAY ALONG WITH A TBA OPENING ACT. THE MUSIC SCHEDULE ATTACHED INCLUDING APPROXIMATE TIMES FOR SOUND CHECKS.

SIGN or BANNER REQUESTS

Are you requesting to hang signs or banners? ☒ Yes ☐ No

If "Yes", have you completed a sign permit application? ☒ Yes ☐ No

A Sign Permit Application will need to be submitted along with this application if signs are requested. This permit can be accessed on the Town of Jackson website or through the Planning Department.

INSURANCE REQUIREMENTS

An insurance certificate is required prior to the start of your event. This certificate must name 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. Please be sure to include alcohol liability if there will be alcohol at the event. You must supply insurance before your event.

A certificate of insurance is attached: ☒ Yes ☐ No

Special Event Application

PORTABLE RESTROOMS AND SINKS

The Town of Jackson requires the applicant to provide additional chemical toilets or portable toilets for all events with an anticipated peak time attendance exceeding 75 people.

You are required to provide portable restroom facilities at your event unless you can substantiate the sufficient availability of both ADA accessible and non-accessible facilities in the immediate area of the event site which will be available to the public during your event. The Town of Jackson may determine the total number of required restroom facilities required on a case-by-case basis based on the presence of food and drink at the event and the maximum number of attendees at your event during peak time. The Town of Jackson may determine that you need to coordinate with Parks and Recreation for additional public restroom cleanings if you intend on using a public restroom as part of your restroom facility plan.

Do you plan to provide portable restroom facilities? ☒ Yes ☐ No

If "Yes", please indicate the total number of portable toilets and number of ADA accessible toilets.

Total Number of Portable Toilets: 28 Number of ADA Accessible Portable Toilets: 3

If "No", please explain: _____

Portable restrooms may not be located within 50 feet of any food vendor.

Restroom Company: MACY'S SERVICES

Restroom Drop off / Pick Up Date for Drop Off: 03/27/20 Time for Drop Off: 12PM

Date for Pick Up: 03/28/20 Time for Pick Up: 7AM

ALCOHOL

Will there be alcoholic beverages at the event? ☒ Yes ☐ No

Will you be offering any alcoholic beverages besides beer? ☒ Yes ☐ No

If "Yes", what will be offered in addition to beer? WINE AND SPIRITS

If you are planning on serving alcoholic beverages at your event, then either a completed Malt Beverage Permit (beer only) or Catering Permit (beer, wine and/or spirits) must be submitted. You can access these applications on the Town of Jackson website.

Special Event Application

VENDORS / MERCHANTS / SALES

Will anything be sold at your event?

☒ Yes

☐ No

If you are planning on selling items at your event then you will need to complete either an Exposition Business License (for 2 or more vendors) or a Transient Merchant License (for 1 vendor). A complete list of vendors, including a vendor tax ID, must be submitted to the Town of Jackson and to the State of Wyoming's Department of Revenue prior to the event. Both the Exposition License and the Transient Merchant License are on the Town of Jackson's website.

Please describe any sales activity at your event: LOCAL JACKSON /TETON COUNTY FOOD VENDORS WILL

BE SELLING FOOD ON SITE. IN ADDITION BAND MERCHANDISE MAY BE AVAILABLE FOR SALE.

Will any food or beverages be sold at your event?

☒ Yes

☐ No

If "Yes", you will need to contact the Teton County's Department of Environmental Health prior to the event (307) 732-8490.

TRASH REMOVAL PLAN

All events are required to have a plan for the collection removal of trash during and after the event. The trash receptacles located in the Town parks, parking lots, ball fields, sidewalks and public restrooms should not be included in the waste removal plan. ***For assistance with formulating a Trash Removal Plan please contact Integrated Solid Waste and Recycling at (307) 732-5771.***

Will you be using a waste company for your waste removal plan?

☒ Yes

☐ No

If "Yes", which company will you be using? TETON COUNTY RECYCLING CENTER & WEST BANK SANITATION

How many trash receptacles will be supplied for your event? 40 TRASH | 40 RECYCLE

When will the trash receptacles be delivered? 03/27/20: 9AM

When will the trash receptacles be picked up and removed from site? 03/28/20: 7AM

Describe your plan for the collection and removal of trash during your special event: SEE ATTACHED

DOCUMENT FOR DETAILS

Applicants are responsible for cleaning and restoring the site immediately following the event. Please pick up all trash associated with your event including, but not limited to paper, bottles, cans, signs, course markings, etc. The cost of any employee overtime incurred because of an applicant's failure to clean / restore the site following the event will be borne by the applicant and will be considered in future application requests. If you believe that no litter will be generated during your event please state this in your plan.

Special Event Application

SUSTAINABLE EVENT PLANNING

The Town of Jackson encourages all special events to strive to be sustainable in our community and for our environment. We have partnered with the **Teton County Integrated Solid Waste and Recycling (ISWR)** to offer opportunities to help your special event to be as "green" as possible. Opportunities available:

- ☐ Rental / Use of Recycling Bins for Special Events
- ☐ Use of JH20 Water Bottle Refilling Station for Special Events
- ☐ Consultation on Conducting Green Special Events

Please contact the Waste Diversion and Outreach Coordinator at ISWR at 307-732-5771.

RECYCLING PLAN

All events are required to have a plan for the collection and removal of recyclable materials during and after the event. The recycling receptacles located in the Town parks, parking lots, ball fields, sidewalks and public restrooms should not be included in the recycling collection and removal plan. **For assistance with formulating a Recycling Plan please contact Teton County Integrated Solid Waste and Recycling (ISWR) at (307) 732-5771.**

Will you be using a company for your recycling plan? ☒ Yes ☐ No

If "Yes" which company will you be using? TETON COUNTY RECYCLING CENTER & WEST BANK SANITATION

How many recycling receptacles will they (or you) supply for your event? 40 TRASH | 40 RECYCLE

When will these recycling receptacles be delivered? 03/27/20: 9AM

When will recycling receptacles be picked up and removed from site? 03/28/20: 7AM

Describe your plan for collection and removal of recyclable materials during your special event: _____

SEE ATTACHED DOCUMENT FOR DETAILS

Applicants are responsible for cleaning and restoring the site immediately following the event. If you believe that no recyclable materials will be generated during your event please state this in your plan. For a list of recyclables and how they need to be sorted, or for information about where the recycling bins are located call ISWR (307) 732-5771.

Special Event Application

SIGNIFICANT EVENT CHANGES

Has this event been approved in the Town of Jackson in previous years?

☒ Yes

☐ No

If "YES" please indicate any significant changes to the event request since its last approval:

THERE ARE NO CHANGES TO THE PROGRAM FROM YEAR'S PAST

STANDARD CONDITIONS OF APPROVAL

Please review the following standard list of conditions and restricts for events. Initial the bottom of each page indicating that you have read, understand and agree to these conditions and restrictions.

GENERAL

The event shall be conducted in a timely, safe and professional manner.

All town ordinances, including, but not limited to noise, possession and use of weapons, open fires and animals (including the prohibition of dogs in any town park) shall apply to all events except where specifically granted relief by the Town Council.

The applicant shall advise and instruct all participants, volunteers, vendors, merchants and spectators on event conditions, restrictions, prohibitions and responsibilities as indicated by the Town Council in the staff report.

Initials: PW

Special Event Application

STANDARD CONDITIONS FOR ALL EVENTS (continued)

TRASH / CLEAN UP

The applicant shall clean up immediately following each event and shall be responsible for the collection and removal of all refuse generated by the event.

If trash will be generated from the event, then the applicant must supply extra trash and containers and dispose of all trash generated by the event. Trash containers shall not be permitted to overflow.

If recyclable materials are generated from the event, then the applicant is required to provide recycling containers and provide for the removal of all recycled material. Recycling containers shall not be permitted to overflow.

STREETS

Fire department access roads shall have and maintain a clear and unobstructed width of 20 feet and unobstructed vertical clearance of not less than 13 feet 6 inches to allow for emergency vehicle traffic along ALL areas of open and closed streets (IFC 503.2.1). Booths and tents may be erected on either side of street, however, a 20 foot straight path must be provided.

SIDEWALKS

The applicant shall not block walkways or otherwise obstruct pedestrian traffic.

All walkways, boardwalks, entrances and ADA ramps must be kept open and unobstructed at all times

All power and sound cords that cross walkways shall be taped and secured to avoid a tripping hazard.

POWER / ELECTRICAL

Electrical power is available from Town Square. The applicant shall coordinate all power needs with the Parks & Recreation Department's Park Manager (307-733-5057) at least three (3) business days prior to the event.

All power and sound cords that cross walkways shall be taped and secured to avoid a tripping hazard.

All electrical/temporary power shall be in accordance with the 2011 National Electric Code and subject to inspection from this Department (IFC 605.9).

ADDITIONAL PERMIT & LICENSE FEES

The applicant shall apply and pay for all licenses and/or permits prior to the events.

Initials: PW

Special Event Application

STANDARD CONDITIONS FOR ALL EVENTS (continued)

TOWN EQUIPMENT

The use of the Parks & Recreation Department bleachers shall be coordinated through that department (307) 732-5753.

Barricade, road sign, cone and recycle bin use shall be coordinated through the Public Works Department. The applicants shall be responsible for pick up, setup, placement and disassembly and return. All equipment use require a \$500 damage deposit that must be submitted at the time of pick up at the Public Works Department to protect against any loss or damage.

All barricades, cones, bins and road signs must be removed immediately following the event. These items must be returned the same location as they were picked up.

PORTABLE RESTROOMS

If applicable, the applicant shall provide an adequate number of port-a-potties at the event site and shall arrange for their removal immediately at the conclusion of the event.

The applicant shall ensure all port-a-potties are placed on paved areas.

INSURANCE

The applicant and all participating organizations are required to maintain liability insurance in the amount of \$1,000,000.00. Prior to the event, each organization shall provide a certificate of insurance naming 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. The Town Attorney shall approve all certificates of insurance.

FOOD / VENDING

The applicant shall obtain the necessary food service permits from Teton County Environmental Health.

The applicant shall provide additional trash receptacles in the food service areas.

Per Section 5.20 of the Municipal Code: The applicant shall be responsible for ensuring that all sales tax receipts are remitted to the Wyoming Department of Revenue and in no event later than the thirtieth day of the month following the exposition [and] acquire and keep on file names, addresses and phone numbers of all participants.

In addition to providing a list of all participating vendors, artists, and merchants, along with their social security numbers and addresses, to the Wyoming Department of Revenue, pursuant to Jackson Municipal Code Section 5.20.020 A.1.b., the applicant shall also provide that same list to the Town of Jackson Finance Department.

Vendors shall not dump hot water or other liquids on the turf.

Initials: PW

Special Event Application

STANDARD CONDITIONS FOR ALL EVENTS (continued)

ALCOHOL

The applicant shall take all measures necessary to comply with applicable alcohol dispensing laws and regulations, including the prevention of sales to and consumption by minors and the prohibition of consumption off the authorized premises. All ID's must be checked and ID bracelet system may be required.

Only 16oz or small plastic cups are used for beer and alcohol sales.

No alcohol shall be served in bottles or glass containers.

The applicant shall be responsible to be alert to and report any instances of underage drinking to the Jackson Police Department.

It is recommended that servers be TIPS trained prior to serving alcohol. No "over serving" shall be allowed to occur or serving to obviously intoxicated persons.

Participants shall not be permitted to leave the event with open containers.

No more than two beers shall be sold to any person at any one time.

TOWN PARKS

The applicant shall coordinate the use of any public park (including the Town Square), including reservations, paperwork and applicable fees, with the Parks and Recreation Department.

The applicant shall coordinate park reservation and the payment of Parks & Recreation fees at least 30 days prior to the event.

The applicant is required to provide turf protection in front of and behind any table or other exhibit where crowds will stand. The applicant shall abide by all Parks & Recreation Department recommendations with regards to turf protection.

Vehicles are prohibited on all turf areas of any park or anywhere within the Town Square.

No trees or other forestry may be moved, modified, damaged or destroyed to set up booths, tents, or exhibits. No ropes, exhibits, signs, banners or booths may be secured to any live forestry.

Use of Town Square shall be subject to the submission to and approval of staff of a detailed site plan, indicating set-up, safety procedures and turf protection, and the imposition of such other conditions or restrictions deemed necessary.

Irrigation locates are required if stakes are placed in the ground. Applicant may forfeit damage deposit if an irrigation locate is not conducted and irrigation equipment is damaged.

Per Municipal Code, dogs are not allowed in Town Parks.

Initials: PW

Special Event Application

STANDARD CONDITIONS FOR ALL EVENTS (continued)

TENTS

Irrigation locates are required before any tents may be erected or stakes or any other items are placed in any public park, including the Town Square. The applicant shall coordinate all water locates with the Parks & Recreation Department's Park Manager (307-732-5793) at least three (3) business days prior to the event.

All tents having an area in excess of 200 square feet shall require advance permitting through the Fire Department unless open on all sides (IFC 105.6.43).

Tents which can hold over 50 or more occupants must provide the Fire Department with a detailed site and floor plan detailing means of egress, seating capacity, location and type of heating and electrical equipment (IFC 3103.6).

Tents, canopies or membrane structures shall not be located within 20 feet of lot lines, buildings, other tents, canopies or membrane structures, parked vehicles or internal combustion engines (IFC 3103.8.2).

Tents must meet the flame propagation performance criteria of NFPA 701 (IFC 3104.2).

Combustible materials shall not be located within any tent, canopy or membrane structure in use for public assembly (IFC 3104.5).

Smoking shall not be permitted in tents, canopies or membrane structures. Approved "No Smoking" signs shall be conspicuously posted (IFC 3104.6).

All open flame devices are strictly prohibited within tents unless approved by the fire code official (IFC 3104.7)

Portable 2A:10B-C fire extinguishers shall be provided, one minimum, for tents requiring permits with a 75 foot travel distance (IFC 3104.12).

Any cooking performed within tents shall require advance approval by the Fire Department (IFC 3104.15.3 – 3104.15.7).

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).

FAIR GROUNDS / RODEO GROUNDS

All use of the Rodeo Grounds shall be coordinated through and subject to the approval of the Fair Manager under the authority of the Parks and Recreation Department.

Anyone camping at the Rodeo Grounds shall indicate that they are affiliated with the group by placing a card in the windshield of their vehicle. Campers are reminded that fires are not permitted.

Initials: PW

Special Event Application

STANDARD CONDITIONS FOR ALL EVENTS (continued)

ROAD CLOSURES / PUBLIC PARKING CLOSURES

The applicant shall notify all business, residences, churches, etc. affected by the street closures and public parking closures prior to the public hearing.

The applicant shall notify, in advance, all business, residences, churches, etc. affected by the street closures and public parking closures and shall provide advance community radio and/or newspaper announcements regarding the event and the closures.

The applicant shall coordinate all road closures with the Police Department and shall provide an adequate number of volunteers to assist with traffic control and barricade setup/removal during each event.

The applicant shall coordinate all road closures with START, Fire/EMS, Public Works and the Police Department. Volunteer placement and assignments shall be reviewed and approved in advance with the Police Department.

The applicant shall be responsible for producing, posting and removing the temporary No Parking signs. No Parking signs must be posted two days prior to the parking closures. The applicant should meet with the Police Department two weeks prior to the event to discuss the procurement, posting and removal of the signs.

Emergency vehicle access lanes shall be maintained during the event.

FIREWORKS

All fireworks displays must be approved by the Fire Chief prior to the event.

The Fire Department will monitor the firing area potential for wildfire. The Department will make recommendations directly to the applicant for mitigation and will give final approval the day of the event.

The application shall be subject to the review and approval of the Fire Department and any additional conditions or restrictions placed by such Department.

Please note, that the conditions and restrictions listed above are standard for special events held in Town, additional conditions or restrictions may be required by the Town Council and/or staff upon further review of the application.

I have read and understand the standard conditions for events. I have answered all of the questions in this application truthfully and to the best of my knowledge.

APPLICANT: _____

Signature

APPLICANT: _____

PEGGY WOLFE

Printed Name

DATE: 01.11.20 _____

TITLE: DIRECTOR OF EVENTS _____

JACKSON HOLE
RENDEZVOUS
SPRING FESTIVAL



ASTORIA
FINE ART

MOUNTAIN TRAILS
GALLERY

EAST DELONEY AVENUE

NORTH
GATE
ENTRANCE



BUFFALO
TRAIL
GALLERY

LOCAL
RESTAURANT
& BAR

MILLION
DOLLAR
COWBOY
BAR

JACKSON
TRADING

SOUTH CACHE STREET

JACKSON
TOWN SQUARE
NO ALCOHOL PERMITTED

SKATE
RENTAL



BAR 1



VIP
BAR

BOVINE &
SWINE 10x10'



BAR 4



CENTER STREET

WYOMING
OUTFITTERS

WEST
GATE
ENTRANCE

EAST BROADWAY

VIP
ENTRANCE



STAGE

GREEN
ROOM 1
GREEN
ROOM 2



U.S.
ENTERPRISE

PRODUCT
TRAILER

PRODUCTION
VEHICLE

MYRIAM/
RUNNER

STARBUCKS

LEGEND

- BAR
- FOOD
- RESTROOMS
- AGE VERIFICATION
- VIP VIEWING
- VIP CHECK-IN
- FIRST AID
- AMBULANCE
- ADA VIEWING
- GENERATOR
- LIGHT TOWER



March 27, 2020 | Jackson Hole Rendezvous Town Concert
Jackson, WY
Special Event Notification

Jackson Hole Rendezvous, a springtime, lifestyle and music festival is coming back to the Town of Jackson on Friday, March 27, 2020. As the event production team and Jackson Hole Chamber of Commerce Member, Highline Sports & Entertainment, wants to ensure that local businesses and residents are aware of the schedule and activities taking place in the Town of Jackson.

CONCERT INFORMATION

Friday, March 27, 2020 | Free Concert at the Town Square Venue (intersection of E. Broadway & Center St.)

Talent:	OPENER:	TBA
	HEADLINER:	The Record Company
Schedule:	5PM	Venue opens
	5:30PM	Music starts
	9:30M	Venue closes/music finishes

VENUE INFORMATION:

LOCATION: The concert venue will be set up on the streets of E. Broadway from Cache to King St. and Center St. from Deloney to E. Broadway.

These streets will be closed to vehicle and pedestrian traffic on Friday, March 27, 2020 from 5AM to 2AM on Saturday, March 28, 2020 with the following exceptions:

- o The boardwalk on the South side of E. Broadway will remain open to the public
- o The sidewalk on the North side of E. Broadway from King St. to Center St. will remain open to the public
- o The sidewalk on the East side of Center St. will remain open to the public

VENUE: Set up/load in will start at 5AM on Friday, March 27, 2020
Tear down/load out will end around 2AM on Saturday, March 28, 2020

The venue will be defined by temporary perimeter barricades that will be placed during set up/load in and removed during the tear down/load out

To ensure public safety, pedestrian and vehicle traffic will not be allowed to move through the venue during the set up and tear down timeframes

Highline will place informational and directional signage around the perimeter to direct pedestrian traffic to merchants and businesses located along the perimeter of the venue

Amplified sound will be played at the concert from 5PM – 9:45PM. Sound checks will occur periodically throughout the day at the venue.

FOOD & BEVERAGE:

Non-alcoholic and alcoholic beverages will be available for sale at the concert by Highline and food will be for sale by local vendors

Alcohol consumption will only be allowed within the venue's liquor consumption boundaries

Alcohol consumption will **not** be allowed in George Washington Memorial Park (Town Square Park)

Highline's Security Director, a local Security Company, Town of Jackson Police Department and Highline personnel will monitor the sale and consumption of alcohol to ensure the safety of all those involved

No outside alcohol, food or beverages will be allowed into the venue

Thank you for your time and assistance in making Jackson Hole Rendezvous a safe and enjoyable atmosphere for both locals and visitors alike. Check out www.jacksonhole.com/rendezvous.html for more information.

If you have any questions or concerns, please don't hesitate to contact Highline at 970.476.6797



HIGHLINE | WWW.GOHIGHLINE.COM
VAIL OFFICE | 12 VAIL RD | VAIL | CO | 81657 | 970.476.6797
DENVER OFFICE | 3001 BRIGHTON AVE | DENVER | CO | 80216 | 720.456.7338



March 27, 2020 | Jackson Hole Rendezvous Town Concert
Jackson, WY
Amplified Music /Entertainment Plan

March 27, 2020*

2PM	Headliner Band Sound Checks
4PM	Opener Band Sound Checks
5PM	Pre-recorded music and live announcements
5:45PM	Live announcements /Opener Set
7PM	Live announcements
7:30PM	Live Announcements/ Headliner Set
9:45PM	Live Announcements

*subject to change



HIGHLINE | WWW.GOHIGHLINE.COM
VAIL OFFICE | 12 VAIL RD | VAIL | CO | 81657 | 970.476.6797
DENVER OFFICE | 3001 BRIGHTON AVE | DENVER | CO | 80216 | 720.456.7338



March 27, 2020 | Jackson Hole Rendezvous Town Concert

Jackson, WY

Request-Town Services

SUBJECT TO CHANGE-ADDITIONAL NEEDS TBD

POLICE DEPARTMENT

Coordinate minimum 7 days prior to event

- Coordination of Road Closures for event
- Assistance with towing vehicles parked in No Parking areas

PUBLIC WORKS

Coordinate minimum 3 days prior to event

- Use and placement [if possible] of Type 3 Barricades for Road Closure
- Use and placement [if possible] of Road Closed signage
- Use and placement [if possible] of K-Rail/Concrete Barriers and/or Public Works vehicles with the purpose of deterring Vehicle-Borne threats
- Support, as needed, with snow removal, ice pack cutting, etc.
- Support, as needed, with street sweeping

PARKS & RECREATION DEPARTMENT

Coordinate minimum 3 days prior to event

- Use of electricity in Town Square



March 27, 2020 | Jackson Hole Rendezvous Town Concert
Jackson, WY
Waste Management Plan

It is a specific duty of Highline Sports & Entertainment event staff and management to keep the event venue and surrounding areas as clean as possible during the events. Highline will dedicate staff to maintain trash and recycling containers to the best of their abilities while the event is ongoing. Following the event, a thorough and complete clean up will take place to insure a trash free venue including the George Washington Memorial Park at the Town Square.

An ample amount of trash boxes and recycling containers, provided by Highline and event partners, lined with heavy duty can liners will be placed in high volume areas throughout the event areas including the George Washington Memorial Park at the Town Square. One recycling container will be placed next to each trash box to encourage recycling

Dumpsters will be also onsite at the venue for recycling and trash. Each will be removed following the event.

Highline will work with Teton Recycling Center and West Bank Sanitation to ensure proper waste removal.

SCHEDULE

DELIVER	Friday, March 27, 2020	9AM
PICK UP	Saturday, March 28, 2020	7AM

EQUIPMENT	Trash Boxes	30-40
	Recycle Bins	30-40
	Dumpster x 2	





24-HOUR ALCOHOLIC BEVERAGE PERMIT APPLICATION

An application for authorization to sell or serve alcoholic beverages at an event under the temporary permit-type selected below.

Fee \$ _____

Date Pd: _____

APPLICANT.

Name of Person
Requesting Permit: PEGGY WOLFE

Organization: HIGHLINE SPORTS & ENTERTAINMENT

Phone: [W] 970 476 6797 | [M] 970 390 4158

EVENT INFORMATION. Complete the following information about the event.

Name of Event:	JACKSON HOLE RENDEZVOUS	Purpose:	ANNUAL SPRING FESTIVAL-TOWN CONCERT
Held at:	NA	List Date(s) and Hours that Alcohol will be Available:	MARCH 27, 2020 5-9:45PM
Address:	E. DELONEY AVE. TO E. BROADWAY AVE FROM CACHE ST. TO KING ST		
Anticipated number of attendees at any given time:	3,500		

SELECT THE TYPE OF 24-HOUR PERMIT. Refer to Application Packet for details about each permit.

☒ **CATERING PERMIT - allow 3 days for processing**

\$20.00 per day

For the sale or serving of alcoholic product which was purchased from the retail or resort liquor license holder who authorized this permit application.

This permit must be agreed to and authorized by a current retail or resort liquor license holder.

Name of Retail or Resort Liquor License Holder:

PINK GARTER, LLC D/B/A/ THE ROSE

Authorized Signature:

Print Name: DOM GAGLIARDI

☐ **MALT BEVERAGE PERMIT - allow 21 days for processing**

\$50.00 per day

For the sale or serving of only malt beverages.

☐ **MALT BEVERAGE PERMIT FOR A MICROBREWERY - allow 21 days for processing**

Permitted Microbrewery Only

\$50.00 per day

For the sale or serving of only the microbrewery's own brewed malt beverage product away from their licensed premises.

Authorized Signature: _____

Print Name: _____

☐ **MANUFACTURER'S OFF-PREMISES PERMIT - allow 21 days for processing**

Licensed Manufacturer Only

\$50.00 per day

For the sale or serving of only the manufacturer's own Wyoming manufactured product away from their licensed premises.

Authorized Signature: _____

Print Name: _____

All permit holders are responsible for abiding by all applicable alcohol dispensing regulations. These regulations include, but are not limited to:

- ♦ Confirm age of participants by checking identification; ensure minors are not served alcohol.
- ♦ Complimentary alcohol is not available for self-service.
- ♦ Control pouring to curb overserving individuals.
- ♦ Prohibit participants from leaving the permitted location with alcohol.
- ♦ Non-alcoholic beverage options are encouraged.

By filing this application, I agree to comply with State and Local Liquor Regulations regarding the sale and service of alcoholic beverages.

Applicant's signature

01.18.20

Date



TEMPORARY SIGN PERMIT APPLICATION

Planning & Building Department Planning Division

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

ph: (307) 733-0520 or
(307) 733-0440
fax: (307) 734-3563
www.townofjackson.com

EVENT NAME:

Event Name: JACKSON HOLE RENDEZVOUS Physical Address of Event: E. DELONEY AVE TO E. BROADWAY AVE.
FROM CACHE ST. TO KING ST.
Description of Event: FREE CONCERT WITH BEER, WINE, SPIRIT AND FOOD SALES

EVENT SPONSOR/APPLICANT:

Name: HIGHLINE SPORTS & ENTERTAINMENT Phone: 970.390.4158
Mailing Address: 12 VAIL ROAD, SUITE 500, VAIL, CO ZIP: 81657
E-mail: PEGGY@GOHIGHLINE.COM Non-Profit: ☐ For Profit: ☒ X*
PARTNERING WITH TETON CO SEARCH & RESCUE

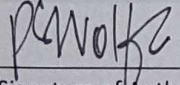
TEMPORARY BANNER LOCATION: Consent from Property Owner Required (maximum of 4 signs allowed, display dates up to two weeks allowed)

Business/Description: SEE ATTACHED DOCUMENT	Business/Description: _____
Physical Address: _____	Physical Address: _____
Dates of Display: _____	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. Attach the following:

- ☒ Illustration of each proposed sign that includes dimensions, colors, materials and type of sign.
☒ 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.



Signature of Authorized Event Applicant
PEGGY WOLFE

Applicant Name Printed

01.11.20

Date
DIRECTOR OF EVENTS

Title



March 27, 2020 | Jackson Hole Rendezvous Town Concert
Jackson, WY
Perimeter Signage Plan

To aid in pedestrian flow around the venue space, Highline Sports & Entertainment will utilize temporary informational and directional signage on sidewalks, intersections and areas around the perimeter to direct pedestrians, merchants and businesses located within the venue.

Sign Locations

- 1) Northeast corner of Center St. & Deloney Ave
 - Double-sided sign with directional arrows on stacker frame – *Merchants Open*
- 2) Southeast corner of Center St. & Broadway Ave (north side of the street)
 - Double-sided sign with directional arrows on stacker frame – *Merchants Open*
- 3) Southwest corner of Cache St. & Broadway Ave
 - Double-sided sign with directional arrows on stacker frame – *Merchants Open*
- 4) Southeast corner of Center St. & Broadway Ave (south side of the street)
 - Double-sided sign with directional arrows on stacker frame – *Merchants Open*

Sign Rendering



Sign Info

Type:	Informational / Directional
Dimensions:	22" x 28" placed in a 60" x 28" aluminum sign frame with 24" x 28" base
Area:	4.2 sq ft
Height:	60"
Clearance:	N/A
Setback property line:	N/A



Date: 01.11.20

EXPOSITION LICENSE APPLICATION



Town of Jackson
PO Box 1687, Jackson, Wyoming 83001
Phone: (307)733-3932
Fax: (307)739-0919
www.townofjackson.com

Instructions: All information on both sides of this form must be fully completed. Failure to complete any item will delay the processing of your application. All payments shall be made at the time of application and shall be non-refundable, unless an application is denied. If the Town denies a business license application, the entire fee, less a \$37.00 application fee will be refunded. An application for a business license must be submitted and approved by the Town before the business can begin operations.

Business/Organization Name: HIGHLINE SPORTS & ENTERTAINMENT

D/b/a: _____

Nature of Exposition: JACKSON HOLE RENDEZVOUS-TOWN CONCERT

Is the Business/Organization a:

☒ Corporation ☐ Partnership ☐ Sole Proprietorship☐ Non-Profit Organization (If non-profit, please attach copy of 501(C) (3))☐ Other Please explain: _____

Physical Address of Expo:

Street: ON E. DELONEY AVE. TO E. BROADWAY AVE FROM No: _____
CACHE ST. TO KING ST.Building: _____ City: JACKSON State: WY Zip Code: 83001Date of Expo: 03/27/20Time of Expo: 5PM-9:45PMBusiness/Organization Physical Address: 12 VAIL ROAD, SUITE 500

Post Office Box: _____

City: VAIL State: CO Zip Code: 81657Business Phone Number: (970) 476.6797

Fax/email address: _____

WY Sales Tax Number: NAFederal Employers ID Number: 84-13311831**** List Information for all Owners/Officers/Partners REQUIRED *(license will be DENIED if information incomplete)**

NAME AS IT APPEARS ON DRIVER'S LICENCE	Driver License #	State	Date of Birth	Phone
JAMES JOSEPH DEIGHAN	92-055-1015	CO	05/06/69	970.331.5312

If property is rented/leased:

Owner's Name: _____

Owner's Mailing Address: _____

Owner's Phone Number: _____

Have you ever been convicted of a felony? ☐ Yes ☒ No

The undersigned hereby certifies that the foregoing information is accurate and agrees to comply with all laws and ordinances of the Town of Jackson applicable to the subject matter thereof.

Signed: _____

Date: 01/11/20

Additional Information: FREE CONCERT WITH BEER, WINE, SPIRIT SALES

Exposition license will:

☒ be for my business/organization ONLY.

☐ include _____ number of businesses or organizations. Attach list of ALL vendors

Business is:

☒ a Sales Tax Collecting Business.

☐ a Non-Sales Tax Collecting Business.

Have you obtained all necessary permits/inspections/fees, as required by the Town of Jackson?

☒ Yes ☐ No If not, please explain: HIGHLINE SPORTS & ENTERTAINMENT HAS SUBMITTED EVENT PERMITS TO JACKSON TOWN COUNCIL AND IS FINALIZING ALL PERMITS, SUPPORTING DOCUMENTS AND FEES

Will a sign or banner be posted? ☒ Yes ☐ No

*** The above questions **MUST** be completed in order for you application to be processed.

I, JAMES DEIGHAN, do hereby swear and affirm the information I have supplied in this application is true and correct to the best of my knowledge. Further, I do hereby consent to the release of all medical, physical, criminal and any other information, including information of a confidential or privileged nature by any person(s) having such records for the purpose of checking my suitability to obtain the permit requested herein. I hereby release said persons, their organizations, and others from any liabilities or damage which may result from furnishing the requested information. A photocopy of this release is considered as valid as an original.

STATE OF COLORADO)
COUNTY OF EL PASO) \$

SUSCRIBED AND SWORN TO BEFORE ME BY

this 11 day of JAN 2020

signature of applicant

JAMES DEIGHAN

Printed name of applicant

WITNESS my hand and official seal

Notary Public

HECTOR SAMUEL PALACIOS ESTRADA
NOTARY PUBLIC
STATE OF COLORADO
NOTARY ID 20194003484
MY COMMISSION EXPIRES 01/25/2020

Exposition License Fees

For Profit Businesses

\$100.00 per day for any event with 5 or fewer vendors

\$200.00 per day for any event with more than 5 vendors

Not For Profit Businesses

\$50.00 per day for any event with 5 or fewer vendors

\$100.00 per day for any event with more than 5 vendors

For Official Use Only – Please Do Not Write Below This Line

Zoning: ☐ UC ☐ UC2 ☐ UR ☐ AR ☐ AC ☐ SR ☐ R
☐ BC ☐ NC ☐ NC2 ☐ OP ☐ RB ☐ BP ☐ MHP

Approving Department	Initials	Date Approved	Comments
Building Department			
Fire Department			
Planning Department			
Police Department			
Administration Department			

☐ Application Approved

☐ Application Denied;

Reason: _____

License Fee	\$ _____
Date Paid	_____
Receipt Number	_____
Employee initials	_____



HIGH-3

OP ID: AS

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
01/17/2020

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Brown & Brown of Colorado, Inc 2170 S. Parker Rd Ste 251 Denver, CO 80231 Connor Love		720-963-4244		CONTACT NAME: Amy Sell PHONE (A/C, No, Ext): 720-963-4244 FAX (A/C, No): 720-962-5142 E-MAIL ADDRESS: asell@bbdenver.com	
INSURED Highline Sports & Entertainmen Highline Sports & Entertainmen 12 Vail Road #500 Vail, CO 81657				INSURER(S) AFFORDING COVERAGE INSURER A: Arch Insurance Company INSURER B: Pinnacol Assurance Company INSURER C: INSURER D: INSURER E: INSURER F:	
				NAIC # 11150 41190	

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☐ PRO-JECT ☐ LOC ☒ OTHER: Event		Y	SNCGL0027703	01/21/2020 01/21/2020	01/21/2021 01/21/2021	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ EXCLUDED PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 5,000,000 PRODUCTS - COMP/OP AGG \$ 5,000,000
A	☒ AUTOMOBILE LIABILITY ☒ ANY AUTO OWNED AUTOS ONLY ☐ SCHEDULED AUTOS ☒ HIRED AUTOS ONLY ☒ NON-OWNED AUTOS ONLY			SNAUT0019903	01/21/2020	01/21/2021	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
A	☒ UMBRELLA LIAB ☒ OCCUR ☐ EXCESS LIAB ☐ CLAIMS-MADE DED ☐ RETENTION \$			SNFXS0068101	01/21/2020	01/21/2021	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) ☐ Y / N If yes, describe under DESCRIPTION OF OPERATIONS below		N / A	4015018	11/01/2019	11/01/2020	PER STATUTE ☐ OTH-ER ☐ E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
A	Liquor Liability			SNLIQ0017903	01/21/2020	01/21/2021	Occurrence \$ 1,000,000 Aggregate \$ 2,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

RE: Jackson Hole Rendezvous
All policy terms, conditions and exclusions apply.

CERTIFICATE HOLDER

CANCELLATION

TOWN OF J Town of Jackson Officers, Officials, Employees 150 E. Pearl St Jackson, WY 83001	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE
---	---



HIGH-3

OP ID: AS

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
01/16/2020

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

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PRODUCER Brown & Brown of Colorado, Inc 2170 S. Parker Rd Ste 251 Denver, CO 80231 Connor Love		720-963-4244		CONTACT NAME: Amy Sell PHONE (A/C, No, Ext): 720-963-4244 FAX (A/C, No): 720-962-5142 E-MAIL ADDRESS: asell@bbdenver.com	
INSURED Highline Sports & Entertainmen Highline Sports & Entertainmen 12 Vail Road #500 Vail, CO 81657				INSURER(S) AFFORDING COVERAGE INSURER A: Arch Insurance Company INSURER B: Pinnacol Assurance Company INSURER C: INSURER D: INSURER E: INSURER F:	
				NAIC # 11150 41190	

COVERAGES

CERTIFICATE NUMBER:

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INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☐ PRO-JECT ☐ LOC ☒ OTHER: Event		Y	SNCGL0027703	01/21/2020 01/21/2020	01/21/2021 01/21/2021	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ EXCLUDED PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 5,000,000 PRODUCTS - COMP/OP AGG \$ 5,000,000
A	☒ AUTOMOBILE LIABILITY ☒ ANY AUTO OWNED AUTOS ONLY ☒ HIRED AUTOS ONLY ☐ SCHEDULED AUTOS ☒ NON-OWNED AUTOS ONLY			SNAUT0019903	01/21/2020	01/21/2021	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
A	☒ UMBRELLA LIAB ☐ EXCESS LIAB ☒ OCCUR ☐ CLAIMS-MADE DED ☐ RETENTION \$			SNFXS0068101	01/21/2020	01/21/2021	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) ☐ If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	4015018	11/01/2019	11/01/2020	PER STATUTE ☐ OTH-ER ☐ E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
A	Liquor Liability			SNLIQ0017903	01/21/2020	01/21/2021	Occurrence \$ 1,000,000 Aggregate \$ 2,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

RE: Jackson Hole Rendezvous
All policy terms, conditions and exclusions apply.

CERTIFICATE HOLDER

CANCELLATION

PINKGAR Pink Garter DBA The Rose 50 W. Broadway Ave Jackson, WY 83001	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE
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TOWN OF JACKSON

AGENDA DOCUMENTATION

SUBMITTING DEPARTMENT: Public Works

PRESENTER: Jeff Silliman

MEETING DATE: February 3, 2020

SUBJECT: **P19-287:** ENCROACHMENT AGREEMENT WITH NEWJACK LLC., FOR PROPERTY LOCATED AT 645 SOUTH CACHE STREET – Canopy Within the Public Right-of-Way.

STATEMENT/PURPOSE

The purpose of this item is to present to the Town Council consideration of an Encroachment Agreement with property owner NewJack, LLC for a proposed canopy that extends approximately 3-feet 1-inch into the Town right-of-way for 45-feet 4-inches along the west side of South Cache at 645 South Cache Street, legally known as Lot 11, Blk 4, Karns-2.

LOCATION

NewJack LLC. is the owner of property described as 645 South Cache St. (please see the following vicinity map).



BACKGROUND/ALTERNATIVES

The subject property is located within the Town of Jackson Lodging Overlay, Commercial Residential-1 (CR-1) zoning district, and is 0.16 acres (approximately 7,000 sf) in size.

The property was formerly occupied as a restaurant and bar, the existing structure is being redeveloped into a mixed-use building including offices and two residential units. The new building form consists of three stories above grade and a basement with addition and renovations occurring on all stories. Specific to this project and the allowed setbacks, a new canopy is proposed along the east addition. Designed to complement the size and scale of the addition, a cantilevered canopy extends six feet east off the new building façade which includes a 37-inch (3'-1") encroachment over the public sidewalk. Canopy materials consist of painted steel fascia, painted metal soffit panels, and membrane roof construction. No lighting is proposed within the encroachment and the canopy is twelve feet, one and one-half inches (12'-1 ½") above the sidewalk elevation. Storm drainage has been included in the canopy design to control runoff while providing cover at the building's main entry. The canopy is proposed within the Town right-of-way on South Cache Street as part of Application P19-287. The application was approved with conditions documented in the Recommendations section of this report.

STAKEHOLDER ANALYSIS

Included are the residents and visitors to the Town of Jackson and the applicant/business owner. The Town Council is the final decision maker on all policy decisions regarding the public right-of-way.

FISCAL IMPACT

None.

STAFF IMPACT

Town Planning, Legal, and Engineering staff coordinate to process and produce the encroachment agreement, 8-12 hours of staff time.

LEGAL REVIEW

The legal review is ongoing as needed.

ATTACHMENTS

Proposed Encroachment Agreement.

RECOMMENDATION

Staff recommends approval of the Encroachment Agreement between the Town of Jackson and NewJack LLC to allow a canopy to encroach into the Town's South Cache Street public right-of-way, subject to the following conditions:

1. Applicant shall provide final drafts of all the required exhibits for the Encroachment Agreement.
2. Final design shall be coordinated through the building permit.
3. When necessary the Town Reserves the right to use the canopy or posts in lieu of street sign posts.

SUGGESTED MOTION

I move to approve the Encroachment Agreement between the Town of Jackson and property owner NewJack LLC. to allow encroachment of a canopy into the Town right-of way at 645 South Cache Street subject to the recommended conditions and upon approval by the Town Engineer and Town Attorney, authorize the Mayor to execute all necessary agreements.

TOWN OF JACKSON ENCROACHMENT AGREEMENT

THIS ENCROACHMENT AGREEMENT ("Agreement"), by and between NewJack LLC, with an address of [PO Box 11803, Jackson, WY, 83002], hereinafter referred to as "Encroaching Party" and the TOWN OF JACKSON, a municipal corporation of the State of Wyoming, with an address of P.O. Box 1687 Jackson, WY 83001 hereinafter referred to as "Town," together "Parties," provides as follows:

WHEREAS, Encroaching Party is the owner in fee simple of that certain real property in Teton County, Wyoming, described as follows:

Street Address: 645 South Cache Street

Location: Lot 11, Block 4, Karns-2, Jackson

PIDN: [22-41-16-33-1-38-007]

WHEREAS, the Town is the owner of that certain public right-of-way known as South Cache as shown on Plat no. 0128, which public right-of-way adjoins Encroaching Party's property;

WHEREAS, the Encroaching Party shall encroach in a portion of the above-noted public right-of-way as set forth in Exhibit A, attached hereto and made a part hereof, for:

Generally described as a canopy over sidewalk that extends approximately 3-feet 1-inch into the Town right-of-way for 45-feet 4-inches along the west side of South Cache as shown in detail on approved Building Permit B19-0854 plans, (hereinafter "Encroaching Property").

WHEREAS, on [Date of Town Council Meeting for approval] the Jackson Town Council voted to authorize staff to prepare an Encroachment Agreement between the Town of Jackson and the Encroaching Party for the Encroaching Property subject to final review and approval by the Town Attorney and the following conditions:

1. Applicant shall provide final drafts of all the required exhibits for the Encroachment Agreement.
2. Final design shall be coordinated through the building permit.
3. When necessary the Town Reserves the right to use the canopy or posts in lieu of street sign posts.

WHEREAS, Encroaching Party recognizes that it cannot acquire any right, title, or interest in and to the said public rights-of-way by adverse possession or otherwise due to the encroachment.

NOW, THEREFORE, IT IS HEREBY AGREED that for and in consideration of the aforesaid premises and good and valuable consideration, the receipt of which is hereby acknowledged, paid by each of the said parties to the other, Encroaching Party and the Town do mutually covenant and agree as follows:

1. ACKNOWLEDGMENT OF TOWN'S RIGHTS:

Encroaching Party acknowledges the Town's exclusive rights, title, and interest in the public rights-of-way and that it cannot acquire any right, title, or interest in the afore-referenced public right-of-way now or hereafter.

2. AGREEMENT TO ALLOW ENCROACHMENT:

The Town agrees that Encroaching Party shall have the right to have the Encroaching Property extend beyond the boundary line of the Property and to encroach within the Town right-of-way to the extent set forth herein.

3. RIGHT TO MAINTAIN:

Encroaching Party shall have the right from time to time to go upon the adjoining Town right-of-way for the purpose of maintaining the Encroaching Property, provided that any damage occurring to the property of the Town as a result of such maintenance shall be corrected or repaired at the sole expense of Encroaching Party or its successors and assigns. Under no circumstances shall the Encroaching Party be allowed to increase the existing encroachment, absent written approval (including applicable regulatory approval) from the Town. Notwithstanding the foregoing, no provision in this Agreement shall limit or prohibit the Town from pursuing its right of eminent domain with regard to the Encroaching Property and no provision of this Agreement shall limit or prohibit Encroaching Party from defending its property therefrom.

4. RELEASE OF CLAIMS:

Encroaching Party, and its successors or assigns hereby releases and holds harmless the Town from any and all damage, claim, cause, or right of action which may arise from normal Town use, maintenance, construction, repair or replacement activities by the Town associated with the Town rights-of-way (or easement) in its present configuration and alignment and any of the present utilities within the Town rights-of-way and which may arise due to the proximity of the Encroaching Property to the work activity being conducted by the Town.

5. INDEMNIFICATION:

Encroaching Party, and its successors in interest and assigns, hereby agrees to indemnify and hold harmless the Town of Jackson from any and all losses, damages, claims, causes of action, or rights of action, including reasonable attorney's fees, which the Town may incur as a result of or in any way related to the construction, use, and/or maintenance of the Encroaching Property. The Town will give the Encroaching Party prompt notice of any claims against it arising from or related to such Encroaching Property and the Encroaching Party will be kept fully informed and advised of material matters relating to the defense and handling of such claim by the Town, its insurers, or its attorneys. Nothing in this Agreement shall alter, amend, modify, or diminish the existing statutory, constitutional, or legal defenses of the Town in relation to such claims under the Wyoming law.

6. BINDING COVENANT:

The provisions of this Agreement shall operate as a covenant running with all parcels of land above described and shall bind both parties hereto and their respective successors and assigns in ownership.

7. TERM OF AGREEMENT:

This instrument and all the undertakings, promises and covenants contained herein shall remain in full force and effect until such time as the Encroaching Property is removed, demolished or destroyed, whether intentionally or by casualty loss, such as fire, earthquake, or other unforeseen occurrence, in which event all of the rights of the Encroaching Party hereunder to the encroachment shall cease. Provided, however, if, within a reasonable time (not to exceed two (2) years) after such event, the Encroaching Party at their sole cost initiates repairs, replacements, or reconstruction of the structure in essentially the same outside dimensions and configurations as the original Encroaching Property, then all its rights shall be reinstated nunc pro tunc, and in the case of replacement or reconstruction to the extent allowed by development regulations at the time of replacement or reconstruction, and preserved on the same terms set forth in this Agreement. Upon the development of compelling municipal interests with which the Encroaching Property may interfere, Encroaching Party, its successors and assigns agree to cooperate with the Town to the fullest extent possible under then existing circumstances to accommodate and/or mitigate such interference by its Encroaching Property.

8. NO THIRD-PARTY BENEFICIARY:

This Agreement is made solely and specifically among and for the benefit of the parties hereto, and their respective successors and assigns, and no other person or entity will have any rights, interest, or claims hereunder or be entitled to any benefits under or on account of this Agreement as a third party beneficiary or otherwise.

9. HEADINGS:

Headings used in this Agreement are for convenience only and shall not be deemed to constitute a part hereof, or shall not be deemed to limit, characterize, or in any way affect the provisions of this Agreement.

10. MODIFICATION IN WRITING:

No modification, waiver, amendment, addition or cancellation of this document shall be effective unless in writing and signed by both parties.

11. BINDING EFFECT AND SEVERABILITY:

This Agreement shall be binding upon and inure to the benefit of the parties hereto, their heirs, legal representatives, successors, and permitted assigns unless voluntarily terminated upon agreement by all parties or their heirs, legal representatives, successors, and permitted assigns. If a Court finds any provision of this Agreement to be invalid or unenforceable, such finding shall not render the entire Agreement void or unenforceable. If feasible, the offending provision shall be deemed modified within the limits of enforceability or validity. If the offending provision cannot be modified, it shall be stricken and all other provision of this Agreement in all other respects shall remain valid and enforceable.

12. RECORDING:

This Agreement shall be executed upon its approval by the Jackson Town Council and shall thereupon be filed with the Town Clerk and recorded in the Land Records of Teton County, Wyoming at the Encroaching Party's sole cost.

13. GOVERNING LAW AND FORUM:

This Agreement shall be construed, performed and enforced in accordance with, and governed by, the laws of the State of Wyoming, without giving effect to the principles of conflict of laws thereof. The parties hereto irrevocably elect as the sole judicial forum for the adjudication of any matters arising under or in connection with this Agreement, and consent to the jurisdiction of, the courts of the County of Teton, State of Wyoming, or the United States of America for the District of Wyoming. This Agreement was negotiated by both parties hereto. As such, this Agreement shall not be construed against or in favor of any party by virtue of which party drafted it or any portion thereof.

14. COUNTERPARTS:

This Agreement may be executed in multiple counterparts, each of which shall be an original but all of which together constitute one and the same instrument.

15. SOVEREIGN IMMUNITY:

The Town of Jackson does not waive its sovereign 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 Encroachment Agreement.

16. WAIVER:

A waiver by the either party regarding the breach of any of the provisions of this Water Agreement shall not bar the right of the parties to enforce the terms of this Agreement.

17. ENTIRE AGREEMENT:

The parties agree that this Agreement reflects the entire agreement between the parties as to the subject matter hereof, and no amendment of such agreement shall be effective unless in writing and signed by both parties.

IN WITNESS WHEREOF, the effective date of this agreement is [Day Month Year].

[signatures follow on next page]

By: _____

Print Name: _____

[illegible]

The foregoing instrument was acknowledged before me by _____, as its property owner this ____ day of _____, 2019.

Witness my hand and official seal.

Notary Public

My commission Expires:

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

By: _____
Pete Muldoon, Mayor

Date: _____
ATTEST: Sandra P. Birdyshaw, Town Clerk

STATE OF WYOMING)
) ss.
COUNTY OF TETON)

The foregoing instrument was acknowledged before me by Pete Muldoon and Sandra P. Birdyshaw, who are each personally known to me or has each established their identity and authority to me by reasonable proof, this _____ day of _____, 2020.

Witness my hand and official seal.

My commission Expires:

Notary Public



TOWN OF JACKSON TOWN COUNCIL AGENDA DOCUMENTATION

PREPARATION DATE: JANUARY 30, 2020
MEETING DATE: FEBRUARY 3, 2020

SUBMITTING DEPARTMENT: PLANNING
DEPARTMENT DIRECTOR: TYLER SINCLAIR
PRESENTER: TYLER SINCLAIR

SUBJECT: **ITEM P19-201:** A REQUEST FOR AN AMENDMENT TO THE SNOW KING
PLANNED RESORT DISTRICT MASTER PLAN

APPLICANT: SNOW KING RESORT MASTER ASSOCIATION - SKRMA
RYAN STANLEY

REQUESTED ACTION

Snow King Resort Master Association has applied to the Town of Jackson to amend its Resort Master Plan pursuant to Section 8.7.3 Planned Unit Development of the Town Land Development Regulations. Specifically including the following actions:

- A. Amendment to a Resort Master Plan pursuant to Section 8.7.3 Planned Unit Development
- B. Amendment to an associated Sketch Plan pursuant to Section 8.7.3 Planned Unit Development and Section 8.3.1 Sketch Plan.

BACKGROUND

Town Council reviewed this application at Regular Town Council meetings on December 2 and 16, 2019 and January 6, 2020. At the January 6, 2020 meeting Council direct staff to 1) work with the applicant to amend the Snow King Planned Resort District Master Plan subject to the conditions and department reviews from the December 2, 2019 staff report pursuant to the Town Council direction provided at subsequent meetings, 2) make any other necessary edits to the satisfaction of the Community Development Director, Planning Director and Town Attorney, 3) obtain SKRMA's formal position on the revised amended conditions; and 4) once staff has obtained SKRMA's formal position on the amendments, bring this item back for final consideration by Town Council at the February 3, 2020 Regular Town Council meeting. In addition, the Council continued an associated Item P19-201, a Sketch Plan for the Snow King Planned Resort District Master Plan, to February 3, 2020.

Staff and the applicant are requesting that both items be continued to the February 18, 2020 Regular Town Council meeting to allow additional time to complete the direction given by Council on January 6, 2020.

SUGGESTED MOTION

I move to continue Item P19-201 an amendment to a Resort Master Plan pursuant to Section 8.7.3 Planned Unit Development and an amendment to an associated Sketch Plan pursuant to Section 8.7.3 Planned Unit Development and Section 8.3.1 Sketch Plan to the Regular Town Council meeting on February 18, 2020.



TOWN OF JACKSON PLANNING COMMISSION AGENDA DOCUMENTATION

PREPARATION DATE: JANUARY 30, 2020
MEETING DATE: FEBRUARY 3, 2020

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

SUBJECT: **ITEM P18-229** A REQUEST TO AMEND THE TETON VILLAGE MASTER PLAN PURSUANT TO SECTION 8.7.3, PLANNED UNIT DEVELOPMENT (PUD) AND SECTION 4.3.1.D OF THE TETON COUNTY LAND DEVELOPMENT REGULATIONS.

APPLICANT/AGENT: BILL COLLINS

PROPERTY OWNER: JACKSON HOLE MOUNTAIN RESORT

REQUESTED ACTION

The applicant has requested that this item be continued to the Council's hearing on March 2, 2020.



TOWN OF JACKSON

TOWN COUNCIL

AGENDA DOCUMENTATION

PREPARATION DATE: JANUARY 30, 2020
MEETING DATE: FEBRUARY 03, 2020

SUBMITTING DEPARTMENT: PLANNING
DEPARTMENT DIRECTOR: TYLER SINCLAIR
PRESENTER: BRENDAN CONBOY

SUBJECT: **ITEM P19-284:** REQUEST FOR AN AMENDMENT TO A PAST CONDITION OF APPROVAL OF A FINAL (INTERMEDIATE) DEVELOPMENT PLAN - PLANNED RESIDENTIAL DEVELOPMENT FOR THE PROPERTY LOCATED AT 660 CACHE CREEK DRIVE.

APPLICANT/OWNER: HANSETTI REVOCABLE TRUST

STATEMENT/PURPOSE

The applicant is requesting approval for an amendment to a past condition of approval of a Final (Intermediate) Development Plan for a Planned Residential Development (PRD) P09-004. More specifically the request is to:

1. Remove the requirement that Lot 3 be required to take access from an internal access drive easement for the subdivision; and
2. To remove the requirement that a garage must be located at the rear of a structure.

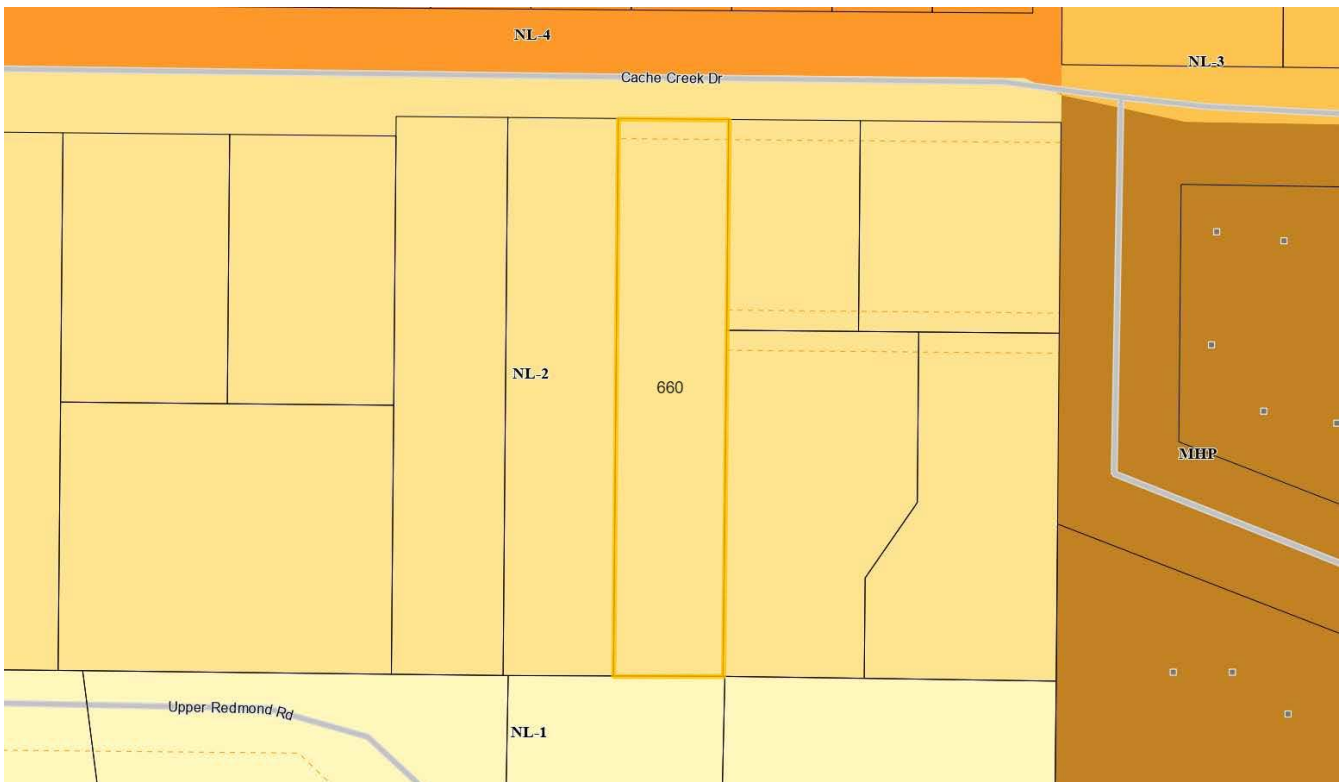
The applicant intends to access the property from both Cache Creek Drive and the alley in order to better accommodate parking and site design for a Detached Single Family unit with an attached Accessory Residential Unit (ARU).

APPLICABLE REGULATIONS

Section 51200 Final (Intermediate) Development Plan (Currently Sec. 8.3.2 Development Plan)
Section 2320 Planned Residential Development (Repealed)
Section 8.2.13 Amendment of Permits or Approvals

LOCATION

The property is located at 660 Cache Creek Drive, legally described as LOT 3, SCARLETT ADDITION. An aerial photo and zoning map are shown below:



BACKGROUND

The subject property, Lot 3 of the Scarlett Addition, is zoned Neighborhood Low Density – 2 (NL-2) and is .35 acres in size (~15,246 SF). The site is currently vacant and has not been developed in the past. Neighboring properties to the north across Cache Creek Drive are zoned Neighborhood Low Density-4 (NL-4), to the east and west Neighborhood Low Density-2 (NL-2), and to the south Neighborhood Low Density-1 (NL-1).

The Town Council approved a Final (Intermediate) Development Plan on April 20, 2009, for a seven (7) lot Planned Residential Development (PRD) on 2.04 acres of Lots 1 & 2, Block 7, John D. Hall Plat No. 2, now known as the Scarlett Addition subdivision (a copy of the plat is provided on following page). The approved Final (Intermediate) Development Plan contains four (4) conditions of approval pertaining to open space, building frontage design, garage setbacks, and required access to lots in the subdivision. The PRD option, since repealed and removed as a tool from the LDRs, permitted a 4.0 unit/acre density in exchange for at least 35% of the site being preserved as open space. The Scarlett Addition has designated 40% of the site as open space on the plat which is located on the southern hillside of the subdivision. The PRD option entitled the subdivision to greater density than would otherwise have been achievable at that time under the base Suburban Residential zoning in place in 2009.

The dimensional limitations established for the PRD are shown below:

	Allowed/Required	Proposal	Complies?
FAR	.30 ¹	.28	Yes
LSR/Open Space	.35	.40	Yes
Height	28'	28'	Yes
Front Setback	25'	25' ²	Yes
Side Setback	10	10 ³	Yes
Rear Setback	30'	30'	Yes
Gross Site Area	80,000 SF	92,036	Yes
Base Site Area	N/A	77,715	Yes
Maximum Density	7 units	7 units	Yes

1. There is no prescribed FAR in the SR-zone PRD option, however the applicant has agreed to a .30 FAR maximum.
2. Garages on lots 1 and 2 will have an additional setback of 35'.
3. The perimeter setbacks (applicable to Lots 1, 5, and 6) are required at 15' in the SR-zone PRD.

In addition to open space standards, the PRD tool also contained requirements regarding the arrangement and design of lots, street access limitations, streetscape design, limitations on double frontage, and circulation within the PRD, among other requirements. The final site design resulted in Lots 1 and 2 taking access from Cache Creek Drive while the remaining lots 3 through 7 are clustered around an internal access drive easement which is accessed from Upper Cache Creek Drive. The approved Final (Intermediate) Development Plan contained a condition of approval intended to reinforce the PRD standards by limiting direct access to Cache Creek Drive and limiting parked vehicles and garages in the Cache Creek Drive streetscape. The specific condition is as follows:

#4. All garages on Lots 3, 4, and 5 shall be accessed from the internal access drive and located at the rear of the structure. This restriction shall be included on the Final Plat and the corresponding CC&Rs.

Two requirements of the PRD tool appear to have influenced the decision to require a condition of approval included on the plat and the CC&Rs to restrict access to Lots 3, 4, and 5 to the internal access drive. Section 2320.B.9 Streetscapes and Section 2320.B.10 Limitation of access to arterial streets and highways state:

9. Streetscapes. All Planned Residential Developments with frontage on a public street or approved private street shall provide safe, inviting, and attractive streetscapes. Where appropriate, residential units, including outdoor spaces such as porches, decks, and balconies, shall be oriented to the street yard, and where appropriate, streetscapes shall not be dominated by parked vehicles and garage entrances.

10. Limitation of access to arterial streets and highways. Where a proposed project abuts a collector, arterial road or highway, direct access to such road or highway from individual lots, units, or buildings in the project is prohibited.

Lots 1 and 2 of the Scarlett Addition are allowed to take access from Cache Creek Drive, though they share many similarities to Lot 3. All three lots are approximately 55' wide by 278' deep with primary frontage on Cache Creek Drive. Lots 4 and 5 also have frontage on Cache Creek Drive although these lots are much shallower in depth, measuring 66' wide by 105' deep, and 100' wide by 105' deep, respectively, and take their access from the internal access drive easement as required by the aforementioned condition of approval. Lot 3 is the only lot in the subdivision which has yet to be developed. The Planning Director has confirmed that Cache Creek Drive is not a 'collector' street, and therefore the limitation of access should not be applicable to Lot 3, however the intent of reducing parked vehicles and garages in the streetscape does appear to be relevant as it pertains to the intent of the PRD tool. This requirement of the PRD and the associated condition of approval is the subject of the applicant's request.

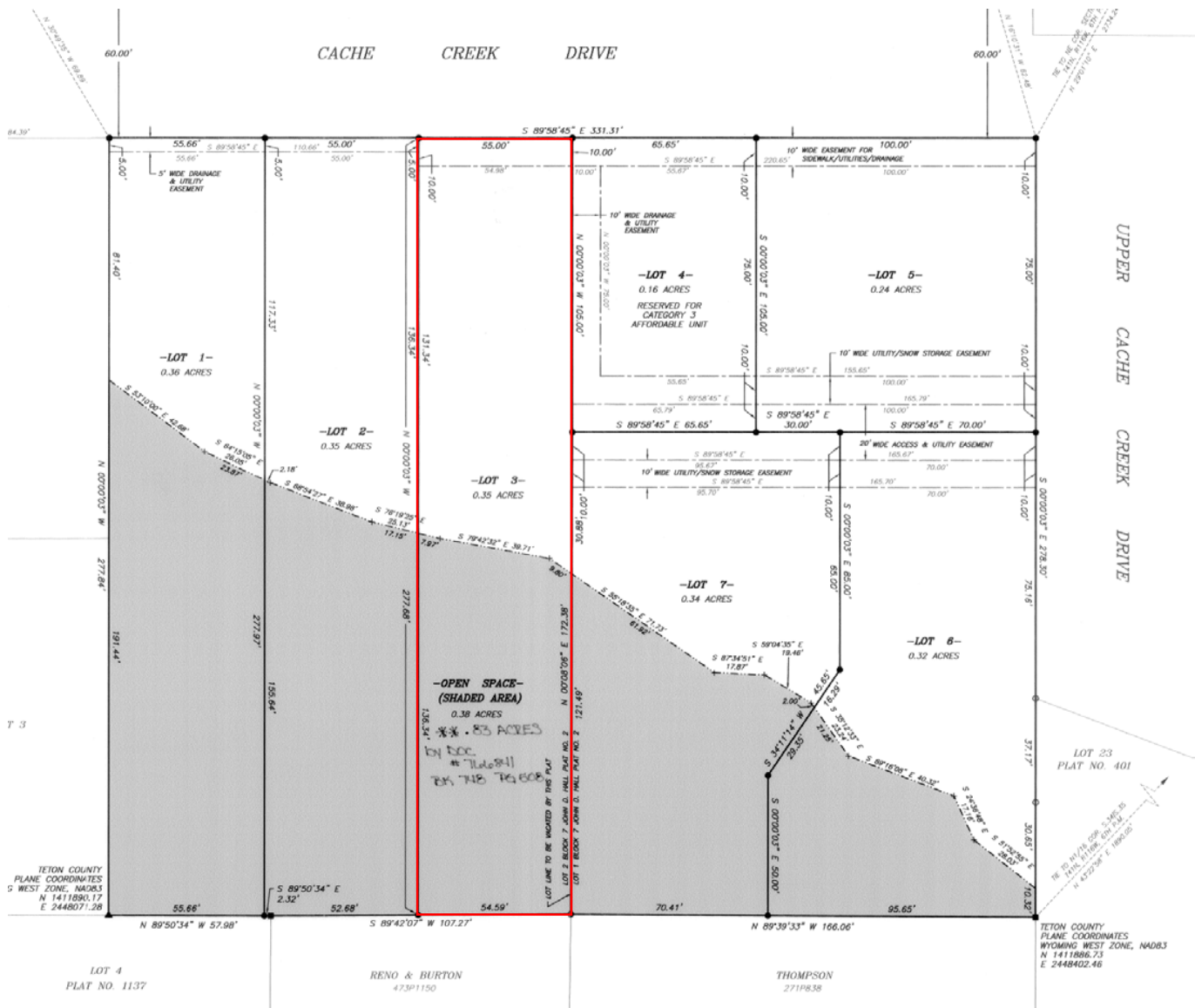


Fig. 1: Final Plat Scarlett Addition to the Town of Jackson. Lot 3 (660 Cache Creek Drive) is highlighted in red.

PROJECT DESCRIPTION

The applicant intends to construct a new detached single family home with an attached ARU with access to the main house via Cache Creek Drive and access to the ARU via the internal access drive easement. The applicant is requesting to modify the condition of approval so that the requirement that Lot 3 be restricted to accessing the lot solely from the internal access drive easement and have a garage located at the rear of the structure be removed, thereby allowing the applicant to access the main house from Cache Creek Drive with a garage in the streetscape, and to maintain the ability to access the property from the internal access drive easement to service an attached ARU.

At the time that the Scarlett Addition PRD was platted, ARUs were not an allowed use in the Suburban Residential (SR) zone. With the zoning updates in the summer of 2018 the property switched from the SR zone to the NL-2 zone which allows one accessory residential unit per lot. The applicant contends that due to the increased parking requirements for a detached single family home and an ARU coupled with the constraints imposed by the relative narrowness of Lot 3, allowing for access via Cache Creek Drive and the internal access drive easement will result in a better designed and more functional development than

attempting to accommodate both units with the restriction limiting access to solely the internal access drive easement.

Should Council approve the applicant's request to amend this condition of approval, the applicant will submit an additional request to Council to remove the condition from the plat notes via Sec. 8.2.13.C.5 Partial Vacation Without Replat and will work with their Homeowner's Association to amend the CC&Rs to allow access from Cache Creek Drive and a garage in the streetscape for Lot 3. The applicant has obtained signatures from all of the owners in the plat acknowledging that the request does not abridge, destroy, or alter any of their rights and/or privileges as proprietors of the plat.

STAFF REVIEW

The most common procedure for amendments of previous approvals, in this case a Final Development Plan, is review from both the Planning Commission and Town Council. However, if the amendment is specific to a condition of approval on a project, Section 8.2.13.B.1.b. Amendment of Permits or Approvals allows the amendment request to go directly to the decision-making body that approved the project.

The primary issue at stake is whether the Town should allow the owners of Lot 3 to access their main house from Cache Creek Drive with a garage in the primary street and the ARU from the internal access drive easement as opposed to accessing both from the easement. It is staff's contention that such a change does not fundamentally alter the PRD, as described more fully in the Staff Findings below. Staff has met with the applicant, the Town Engineer, and the Pathways Director to discuss the proposal. Both the Town Engineer and the Pathways Director have no objection to allowing access to the property from Cache Creek Drive, concluding that the impact to pedestrians and traffic is insignificant. Furthermore, all adjacent owners within the plat support or have no objection to the proposal as attested to by their willingness to sign a document stating that the request does not abridge, destroy, or alter any of their rights and/or privileges as proprietors of the plat (documents are attached to the applicant submittal).

Staff however finds that Lot 3 should be subject to the same condition of approval regarding garage setbacks as Lots 1 & 2 if the condition restricting access from Cache Creek Drive for Lot 3 is removed. The existing condition is:

3. Garages on Lots 1 and 2 shall be set back at least 10 feet from the main portion of the structures developed thereon. This restriction shall be included on the Final Plat and the corresponding CC&Rs.

Thus, in order to better align the requested change with the intent of the PRD, staff recommends a condition of approval which requires Lot 3 to also abide by the condition requiring a garage to be set back an additional 10' from the main portion of the structure. This condition is meant to address the character standards of the PRD tool, Section 2325.B.9 Streetscapes, intended to provide attractive and inviting streetscapes. In addition, staff finds that if the applicant is allowed to take access from both Cache Creek Drive and the internal access drive easement then the streetscape standards should also require a *maximum* setback allowed for a structure on Lot 3 so that the primary frontage is not dominated by a driveway entrance and a structure set back further than the existing character of those structures fronting Cache Creek Drive in the PRD. Because each of the existing structures on Lots 1, 2, 4, and 5 are setback 25' from Cache Creek Drive, staff proposes an additional condition of approval that requires a maximum setback of 35' from the primary street property line. This would require the applicant to locate the structure within the 25' minimum setback established by the PRD and no more than 35' from the property line.

Staff's provides the following options for Town Council:

1. Deny the request to Amend the Final (Intermediate) Development Plan:
This option would not allow the applicant to take access from Cache Creek Drive and would restrict access to both the main house and the ARU to the internal access drive easement. This is the existing condition of approval that the applicant is subject to.
2. Approve the request to Amend the Final (Intermediate) Development Plan:
This option is in line with the applicant's request and would allow the applicant to take access from Cache Creek Drive as well as take access from the internal access drive easement to service an ARU. All other dimensional limitations established by the Final (Intermediate) Development Plan would still apply.
3. Approve the request to Amend the Final (Intermediate) Development Plan with staff's proposed conditions:
This option is in line with staff's recommendation and would allow the applicant to take access from Cache Creek Drive as well as take access from the internal access drive easement to service an ARU. Additional conditions of approval would require the applicant to set back the garage an additional 10' from the front facade of the main house and establish a setback range for the primary structure of a minimum of 25' and a maximum of 35' in order to ensure that the development maintains the established streetscape frontage established by the PRD. All other dimensional limitations established by the Final (Intermediate) Development Plan would still apply.

STAFF FINDINGS

Pursuant to Section 2320 Planned Residential Development (Repealed) of the Land Development Regulations, the following findings shall be made for the approval of a Planned Residential Development.

1. ***That the proposed project is in substantial compliance with all applicable standards of [Section 2320].***

Complies, as conditioned. Staff has reviewed the applicant's request and has found that it to be consistent with the PRD requirements. Due to the change in zoning which now allows ARUs in this zone the limitation on access from Cache Creek Drive as conditioned in the original PRD approval warrants a reassessment of access to the lot in order to create a more functional development. Staff has included two conditions of approval intended to ensure that future development on Lot 3 meets the intent of the original PRD approval.

2. ***That the proposed project substantially meets the character objectives of preservation or enhancement of the zoning district and neighborhood in which it is to be located. Projects which are out of scale and character with their surroundings will not be approved.***

Complies, as conditioned. Staff has included conditions of approval that take the surrounding neighborhood into consideration in the proposed site design. As such, Staff finds that the request is consistent with neighborhood character.

3. ***That streets and intersections serving the project will not be reduced to unacceptable levels of service, nor will the safety of motorists, pedestrians, and cyclists be jeopardized.***

Complies. Staff finds that the proposed access from Cache Creek Drive for Lot 3 will not create safety issues or substantively decrease the level of service on surrounding roads. Staff has discussed the issue with the Town Engineer and the Pathways Director who have no objection to the request.

4. ***That the density and distribution of population resulting from the project will not overburden schools, parks, utilities, or other public services.***

Complies. The proposed density is consistent with the original PRD approval. At the time of the PRD approval ARUs were not an allowed use. The ARU does not fundamentally affect the density contemplated in the original PRD approval.

5. ***That all adverse impacts associated with the proposed project are effectively mitigated to the extent possible.***

Complies, as conditioned. Staff finds that all adverse impacts have been mitigated to the greatest extent possible.

Pursuant to Section 51200.E (Development Plan Standards) of the Land Development Regulations (LDRs), the following findings shall be made for the approval of a Final (Intermediate) Development Plan.

1. ***Consistent With the Comprehensive Plan.*** *The proposed development plan shall be consistent with the purposes, goals, objectives and policies of the Comprehensive Plan, including standards for building and structural intensities and densities, and intensities of use.*

The proposed development is located within District 3 Town Residential Core and within Subarea 3.1 East Jackson of the 2012 Comprehensive Plan. Policy objectives for Subarea 3.1 East Jackson follow:

“This residential, STABLE Subarea is will continue to provide a variety of housing types, including single family, duplex and tri-plex with up to three units per lot when both a street and alley frontage is provided and up to two units per lot when only street or alley access is provided. Multifamily development is not currently found in this area and it not desirable in the future. Being a Stable Subarea, the size and scale of future buildings will be compatible with the existing character of the area, which includes a wide variety of building sizes and scales. Structures will be of comparable bulk and scale regardless of the number of units provided therein. Up to two stories will be allowed and may be configured in a variety of layouts, with both attached and detached units. Structures should be pulled toward the street where possible and building footprints should be minimized in order to allow for adequate yards and landscaping. Some areas with an existing single family character will maintain the characteristic in the future with only one dwelling unit per lot.

Complies, as conditioned. The applicant’s request is for access and a garage from Cache Creek Drive to a detached single family unit with an attached ARU. Staff has added conditions of approval intended to maintain the character standards of the PRD.

2. ***Impact on Public Facilities.*** *The proposed development plan shall not have a significant adverse impact on public facilities and services, including transportation, potable water and wastewater facilities, parks, schools, police, fire and EMT facilities.*

Complies. Staff finds that the applicant’s request will not adversely affect transportation or other public facilities and services. The Town Engineer and Pathways Director have no objection to an additional curb cut on Cache Creek Drive.

3. ***NRO/SRO.*** Any proposed development plan involving lands within the NRO or SRO shall achieve the standards and objectives of both the NRO, pursuant to Division 3200, Natural Resources Protection and Natural Resources Overlay (NRO) District, and the SRO, pursuant to Division 3300, Scenic Resources Overlay (SRO) District.

Compiles. Staff finds that the PRD is not in the SRO or the NRO.

4. ***Other relevant standards of these Land Development Regulations.*** The proposed Development Plan shall comply with all standards imposed on it by all other applicable provisions of these Land Development Regulations for use, layout, and general development characteristics.

Complies, as conditioned. Staff finds that the applicant's request complies with all relevant standards of the LDRs.

5. ***Conditional and Special Uses.*** The proposed development plan shall comply with the conditional or special use standards, as applicable, pursuant to Section 5140.B, Conditional Use Standards or Section 5140.C, Special Use Standards, if the proposed use is specified as a Conditional or Special use in Table 2200, Use Schedule.

Not applicable.

ATTACHMENTS

Applicant Submittal
Department Reviews
Original Staff Report P09-004 FDP
Public Comment

STAKEHOLDER ANALYSIS

The primary stakeholders are the adjacent residential property owners. Each of the adjacent property owners within the Scarlett Addition have signed a document stating that the applicant's request does not abridge, destroy, or alter any of their rights and/or privileges as proprietors of the plat (documents are attached to the applicant submittal).

PUBLIC COMMENT

Staff received verbal comment from Mr. Randy Frazier property owner of 635 Cache Creek Drive. Mr. Frazier has no objections to the applicant's request to take access from Cache Creek Drive.

Staff received verbal and written comment from Mr. Christian Eckhart who owns the adjacent Lot 7 of the Scarlett Addition, addressed as 675 Cache Creek Drive. Mr. Eckhart has concerns regarding the location of parking for the proposed ARU adjacent to his property and the proposed location of the new single family home in regards to setbacks from the primary street. While Mr. Eckhart has no objection to the applicant's request to take access from Cache Creek Drive, he does have concerns pertaining to the conceptual site design for the single family home as it relates to use of the internal access drive easement and has questioned whether continued use of the access easement should be allowed for the applicant or whether the development could be accommodated with access solely from Cache Creek Drive. Staff notes that the proposed conditions of approval may help address Mr. Eckhart's concerns by requiring the applicant to locate the single family home closer to the Cache Creek Drive streetscape thereby creating additional room for parking accessed from the access easement. Mr. Eckhart's comments are attached to this report.

Staff received verbal comment from Mr. Frank Brummer at 667 Cache Creek Drive, directly across the street from Lot 3 in opposition to the requested amendment to a condition of approval. Mr. Brummer is concerned about the impact to pedestrians, particularly elderly and young children who live in the nearby mobile home development who utilize the sidewalk. In addition, Mr. Brummer opposes driveway access to Lot 3 due to the impact that car headlights will have shining into his residence.

FISCAL IMPACT

There will be no significant fiscal impact to the Town if the proposed project is approved.

STAFF IMPACT

There will be minimal impact to staff resources if the proposed project is approved.

LEGAL REVIEW

Complete.

RECOMMENDATIONS/ CONDITIONS OF APPROVAL

The Planning Director recommends **approval** of Option #3, to allow the applicant to access Lot 3 via Cache Creek Drive with conditions to approve an amendment to the Final (Intermediate) Development Plan for a Planned Residential Development for Lot 3 of the Scarlett Addition, addressed as 660 Cache Creek Drive subject to the department reviews attached hereto and the following conditions of approval:

1. The garage on Lot 3 for the main dwelling unit shall be set back at least 10 feet from the front façade.
2. The primary street setback range from Cache Creek Drive for the main dwelling unit shall be a minimum of 25 feet and a maximum of 35 feet.

SUGGESTED MOTIONS

Based upon the findings as presented in the staff report and as made by the applicant for Item P19-284, I move to make findings 1-5 as set forth in Section 51200.E (Final (Intermediate) Development Plan) of the Land Development Regulations relating to 1) Compatibility with Future Character; 2) Impact on Public Facilities; 3) NRO/SRO; 4) Other Relevant Standards/LDRs; and 5) Conditional or Special Uses for an amendment to a past condition of approval of a Final Intermediate Development Plan for a Planned Residential Development for Lot 3 of the Scarlett Addition located at 660 Cache Creek Drive, subject to the department reviews attached hereto and the following conditions of approval:

1. The garage on Lot 3 for the main dwelling unit shall be set back at least 10 feet from the front façade.
2. The primary street setback range from Cache Creek Drive for the main dwelling unit shall be a minimum of 25 feet and a maximum of 35 feet.



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: AMMENDMENT OF CONDITION OF APPROVAL FOR DRIVEWAY ACCESS.
Physical Address: 660 CACH CREEK DRIVE
Lot, Subdivision: LOT 3, SCARLETT ADDITION PIDN: 0J-007518
(PARCEL #)

PROPERTY OWNER.

Name: HANSETT REVOCABLE TRUST Phone: 307-690-6457 - CHRIS
Mailing Address: MIGA ROSSETTI + CHRIS HANSEN ZIP: 83014
E-mail: 1710 FISH CREEK RD, WILSON 83014
miga-rossetti@icloud.com, me@chris-hansen.me

APPLICANT/AGENT.

Name: _____ Phone: _____
Mailing Address: _____ ZIP: _____
E-mail: _____

DESIGNATED PRIMARY CONTACT.

☒ Property Owner _____ Applicant/Agent

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

Use Permit	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 <u>AMMENDMENT OF</u>
☐ Beneficial Use Determination	☐ Boundary Adjustment (no plat)	☒ Other: <u>CONDITION OF APPROVAL</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 #: _____ Environmental Analysis #: _____
Original Permit #: P09-004 FOP/P3D 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

Miga Rossetti CHRIS HANSEN
Name Printed

Date

Title

12/9/19

12/9/19

Monday, December 9, 2019

Dear Town of Jackson Planning Department, Town Council and Mayor,

We are submitting a Planning Permit Application for the amendment of condition of approval so that we may access our property at 660 Cache Creek Drive (Lot 3, Scarlett Addition) off of Cache Creek Drive and not only from alley off of Upper Cache Creek Drive, which is the currently required and only vehicular access to the property.

When platted and approved, lots 3 - 7 of the Scarlett Addition were required to take vehicular access from the alley off of Upper Cache Creek Drive. In the time since the neighborhood was platted, a change to the Neighborhood Low Density-2 (NL-2) zone now allows one ARU in addition to the primary residence. We propose to build an ARU up to the 800 square foot limit which will require two parking spaces for that ARU in addition to the two parking spaces required for the primary residence. Due to the narrowness of the lot and to the perpendicular aspect at which the alley abuts the lot, there is very little room to provide the additional two parking spaces off of the alley at the south end of the lot.

In this particular case, allowing vehicular access off of Cache Creek Drive, in addition to maintaining access from the alley, will solve several congestion and circulation problems. We plan to locate the ARU in the basement at the south end of the house and propose to provide parking for the ARU on the southeast side of the lot off of the alley. By allowing access to the main residence off of Cache Creek Drive, we can provide vehicle access and storage in a garage on the north side of the house. This will allow us to put the front door on the Cache Creek Drive side and separate both the vehicle access and main entrance for the main house and ARU to opposite sides of the house, thus increasing privacy for both residences. It will also alleviate potential vehicular congestion in what is already a crowded alley.

Providing driveway access to Lot 3 off of Cache Creek Drive brings design in line with other current uses: Driveway access would be the same as Lots 1 and 2 as well as most of the other homes on Cache Creek Drive; it allow us to site the house farther north on the lot than what is currently feasible due to required alley access, bringing the house more in line with where other houses on Cache Creek Drive are sited; and it increases the size of the back yard on the south side of the house which is also adjacent open space on the hillside and may allow freer movement of wildlife through the neighborhood.

According to the description in the Town's Land Development Regulations, this is the type of access that is preferred. Item number "3. Parking," under "A. Intent" in the NL-2 description (page 2-17, section 2.2.3 NL-2: Neighborhood Low Density-2) states that "Parking is provided primarily on-site in garages or with surface spaces. Parking is

typically accessed from a primary street, often including longer driveways." This is precisely the driveway/parking situation we are proposing.

We intend to respect the character of the street and minimize the driveway width. We propose a 16' wide driveway at the street. We will landscape to enhance and preserve the character of neighborhood.

We have spoken with all neighbors in the Scarlett Addition; they are all in favor of this change and none feel it will adversely affect their property or infringe upon their property rights (please see attached acknowledgment letters). In addition, those neighbors who currently access their property from the alley are very much in favor because they see this change as a way to cut down on potential vehicle congestion in what is already a very crowded alley.

In addition to this letter, please find responses to Findings for Approval per Section 2320 Planned Residential Development.

Thank you for your consideration. If you need any additional information please don't hesitate to contact us; phone numbers and email addresses are below.

Best regards,



Miga Rossetti
307-690-7077
migaskis@gmail.com



Chris Hansen
307-690-6457
me@chrishansen.me

Amendment of Condition of Approval:

A condition of approval placed on a permit or approval by a decision-making body shall be amended by that body at a public hearing held pursuant to Sec. 8.2.14. Findings for Approval per Section 2320 Planned Residential Development.

1. That the proposed project is in substantial compliance with all applicable standards of this section;

This ammendment is compliant.

2. That the proposed project substantially meets the character objectives of preservation or enhancement of the zoning district and neighborhood in which it is to be located. Projects which are out of scale and character with their surroundings will not be approved;

This ammendment meets these objectives.

3. That streets and intersections serving the project will not be reduced to unacceptable levels of service, nor will the safety of motorists, pedestrians, and cyclists be jeopardized;

This ammendment will not negatively affect the street or safety of motorists, pedestrians or cyclists on Cache Creek Dr.

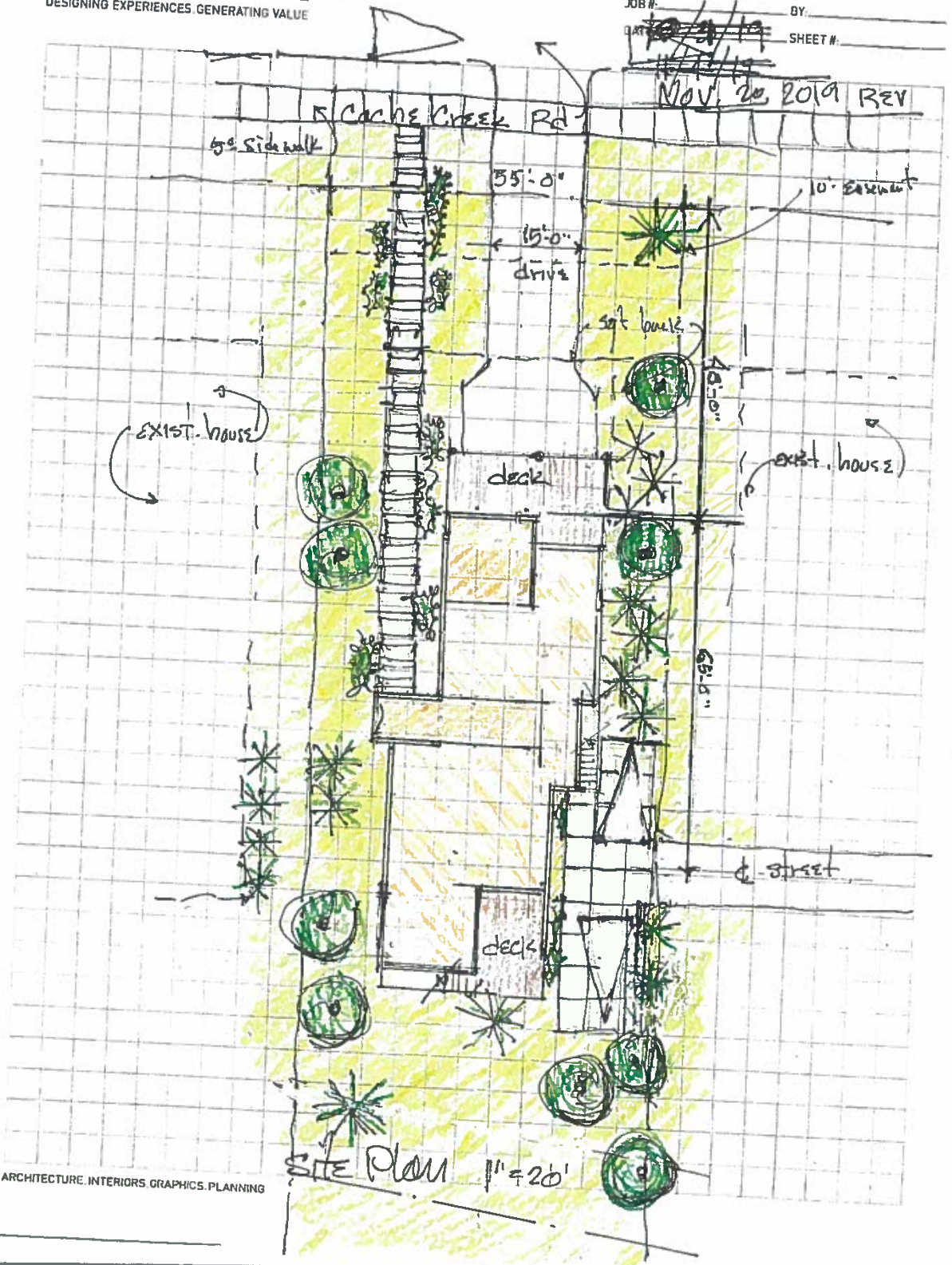
4. That the density and distribution of population resulting from the project will not overburden schools, parks, utilities, or other public services; and

This ammendment will not impact schools, parks, utilities, or other public services.

5. That all adverse impacts associated with the proposed project are effectively mitigated to the extent possible. [Ord. 505 § 1, 1995]

There are no adverse impacts associated with this ammendment.

NOV. 20, 2019 REV



SITE Plan 1" = 20'

PLANNING

Project Number	P19-284	Applied	12/9/2019	STOL
Project Name	Amend Cond. of Approval - 660 Cache Creek Drive	Approved		
Type	AMENDMENT OF CONDITION OF	Closed		
Subtype		Expired		
Status	STAFF REVIEW	Status		

Applicant		Owner	HANSETTI REVOCABLE TRUST
------------------	--	--------------	--------------------------

Site Address	City	State	Zip
660 CACHE CREEK DRIVE	JACKSON	WY	83001

Subdivision	Parcel No	General Plan
	224116341AE003	

Type of Review	Status	Dates			Remarks
		Sent	Due	Received	
Contact					
Notes					
Building	APPROVED	12/9/2019	12/30/2019	12/11/2019	
Kelly Sluder					

Fire	APPROVED W/CONDITI	12/9/2019	12/30/2019	12/10/2019	see notes
Kathy Clay					
(12/10/2019 12:53 PM CLAY)					
Fire department access cannot be made via alleyways. We support access to this lot from the fire department access side off Cache Creek Drive.					

Joint Housing Dept	12/9/2019	12/30/2019
Stacy Stoker		

Legal	APPROVED W/CONDITI	12/9/2019	12/30/2019	1/3/2020
Lea Colasuonno				
(1/3/2020 6:57 AM LC)				

LDR 8.2.13. Amendment of Permits or Approvals guides the process for amending a condition of approval. Specifically, "Physical Development Permit, Use Permit, and Development Option Plan Amendment" provides that "1. General. All changes to an approved physical development permit, use permit, or development option plan not qualifying as minor deviations shall be considered amendments and shall be reviewed subject to the current procedures and standards of these LDRs . . . b. A condition of approval placed on a permit or approval by a decisionmaking body shall be amended by that body at a public hearing held pursuant to Sec. 8.2.14."

LDR 8.2.14 consists of the public hearing requirements to which an amendment to a condition of approval must conform.

Parks and Rec	NO COMMENT	12/9/2019	12/30/2019	12/16/2019
Steve Ashworth				
(12/16/2019 11:38 AM STOL)				
No comments from P&R on P19-284. Thanks.				

Andy Erskine, CPSI
Parks Manager, Teton County/Jackson Parks & Recreation Department

Type of Review Contact Notes	Status	Dates			Remarks
		Sent	Due	Received	
Pathways Brian Schilling (12/26/2019 2:51 PM STOL) No comments from Pathways	NO COMMENT	12/9/2019	12/30/2019	12/26/2019	
Planning Brendan Conboy		12/9/2019	12/30/2019		
Police Todd Smith	NO COMMENT	12/9/2019	12/30/2019	12/19/2019	
Public Works Brian Lenz (12/30/2019 9:09 AM STOL) COMMENTS ON APPROVAL Town Engineer met with applicant, Tyler Valentine, and Brian Schilling prior to application. The applicant's request is similar to other access points to Cache Creek Drive and there are no known engineering reasons for not allowing a direct access to Cache Creek Drive from the 660 property.	APPROVED W/CONDITI	12/9/2019	12/30/2019	12/30/2019	
START Darren Brugmann		12/9/2019	12/30/2019		



TOWN OF JACKSON TOWN COUNCIL AGENDA DOCUMENTATION

PREPARATION DATE: APRIL 14, 2009
MEETING DATE: APRIL 20, 2009

SUBMITTING DEPARTMENT: PLANNING
DEPARTMENT DIRECTOR: TYLER SINCLAIR
PRESENTER: SHAWN HILL, ASSOCIATE PLANNER

SUBJECT: **ITEM P09-004:** A REQUEST FOR FINAL (INTERMEDIATE) DEVELOPMENT PLAN (FDP) APPROVAL OF A SEVEN (7) LOT PLANNED RESIDENTIAL DEVELOPMENT (PRD)

APPLICANT: SEAN SCARLETT, MKGS INVESTMENTS, LLC

OWNER: MKGS INVESTMENTS, LLC

REPRESENTATIVE: DAVE LEINONEN

STATEMENT/PURPOSE

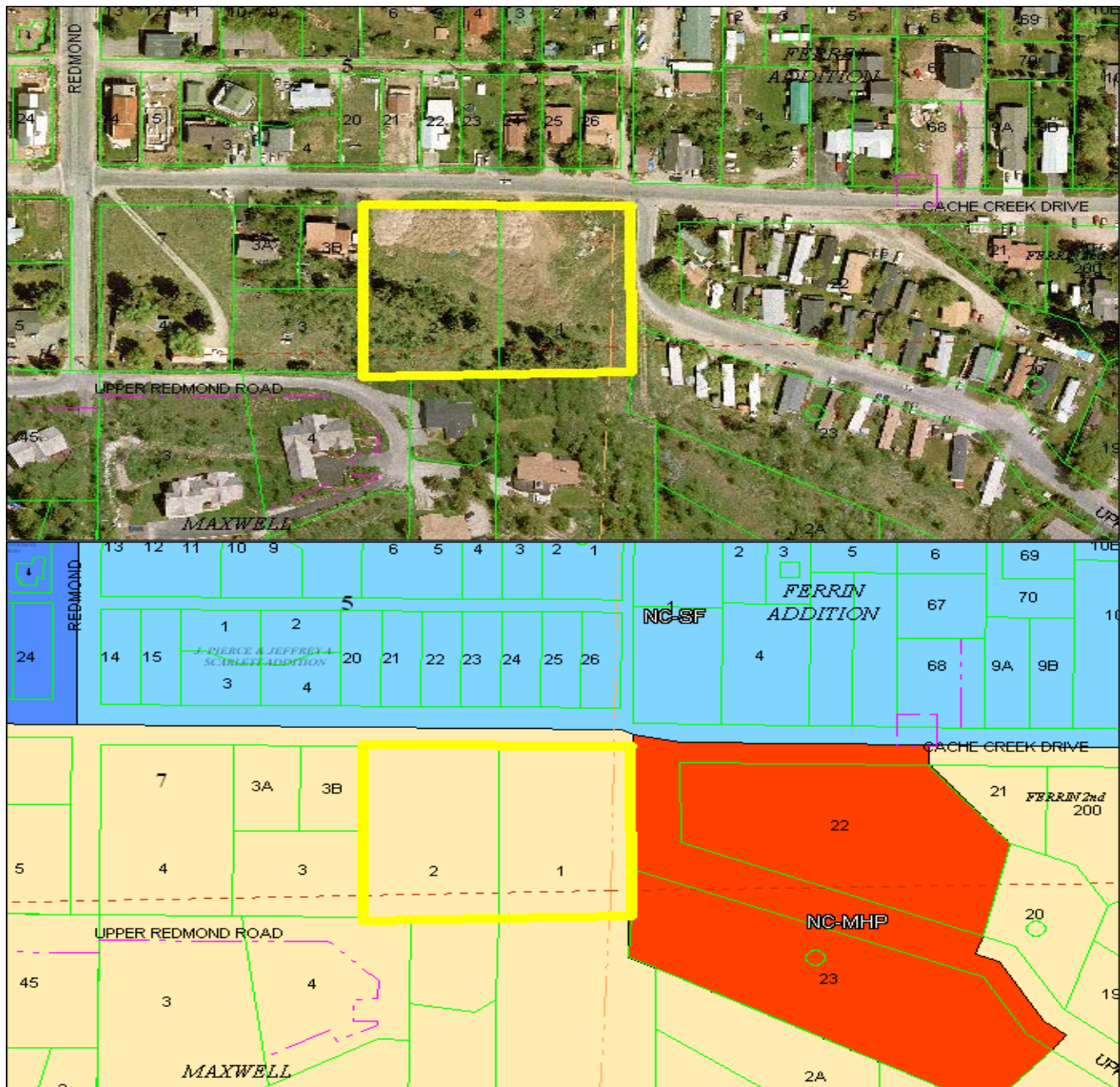
The applicant is requesting approval of a Final (Intermediate) Development Plan for a 7-lot Planned Residential Development on 2.04 acres described as Lots 1 & 2, Block 7, John D. Hall Plat No. 2, addressed as 640-648 Cache Creek Drive.

APPLICABLE REGULATIONS

Section 2320 Planned Residential Development
Section 51200 Final Development Plan.

LOCATION

An aerial photo and zoning map of the subject property are shown on the following page:



[BACKGROUND/ALTERNATIVES](#)

The subject property historically has been vacant. In June 2008, a Sketch Plan application was submitted containing fifteen (15) duplex and single-family units. Staff identified concerns with the compatibility of the proposal with the surrounding neighborhood and the applicant withdrew the application. In December 2008, the applicant held a Pre-application Conference with the Planning Commission and Town Council for a proposed seven (7) single-family unit PRD concept. Staff, the Commission, and the Council were comfortable with this approach, and the applicant is now seeking approval of this concept. In regard to specific comments, the Council/Commission made the following comments:

1. A Town-standard sidewalk (5-foot landscape strip, 5-foot wide walk) is appropriate along Cache Creek Drive.
2. The open space area should have a sufficient preservation mechanism.

3. Sufficient measures should be taken to ensure a compatible visual character, particularly in terms of architecture and site design.

PROJECT DESCRIPTION

The dimensional limitations for the proposed PRD are shown below:

	Allowed/Required	Proposal	Complies?
FAR	.30 ¹	.28	Yes
LSR/Open Space	.35	.40	Yes
Height	28'	28'	Yes
Front Setback	25'	25' ²	Yes
Side Setback	10	10 ³	Yes
Rear Setback	30'	30'	Yes
Gross Site Area	80,000 SF	92,036	Yes
Base Site Area	N/A	77,715	Yes
Maximum Density	7 units	7 units	Yes

1. There is no prescribed FAR in the SR-zone PRD option, however the applicant has agreed to a .30 FAR maximum.
2. Garages on lots 1 and 2 will have an additional setback of 35'.
3. The perimeter setbacks (applicable to Lots 1, 5, and 6) are required at 15' in the SR-zone PRD.

The project is utilizing the PRD development option in which a 4.0 unit/acre density is permitted in exchange for at least 35% of the site being reserved as open space. 40% of the site is designated as open space on the 1.79 acre Base Site Area (2.11 gross acres) that contains seven (7) single-family units. In order to meet the PRD requirement of three (3) different dwelling unit types, the applicant is allocating the total floor area to each lot to create various house sizes. The open space area is heavily vegetated and will be preserved by a plat note, deed restriction on individual lots, provisions in the Covenants, Conditions & Restrictions (CC&Rs), and by a Staff-recommended condition of approval. Lots 1 and 2 are proposed to be accessed directly from Cache Creek Drive, whereas the others will utilize the shared private gravel drive aisle accessed from Upper Cache Creek Drive. In order to comply with PRD requirements relating to streetscape, the applicant is proposing specific architectural and site design requirements. One (1) four-bedroom affordable housing unit is proposed on Lot 4 that will satisfy the requirement of 2.81 persons.

PLANNING COMMISSION REVIEW

The Planning Commission reviewed the proposed FDP on March 18, 2009. The majority of the Commission felt that the applicant incorporated the comments made at the joint Council/Commission Pre-Application conference held in December. Commissioner DaCosta continued to find that the proposal was inconsistent with the intent of the SR zoning district and voted against recommending approval to the Council. The other Commissioners supported the project with Staff conditions on a 4-1 vote.

STAFF ANALYSIS

Open Space

The Council/Commission had suggested that a conservation easement be placed over the proposed open space, but a third-party that could take on the easement was not identified. The applicant has instead chosen to restrict the open space on the plat, the CC&Rs, and individual-lot deed restrictions with the following language:

“This area is to be kept in its natural, pristine state. No disturbance of the area is allowed, including any grading, building, or retaining activity. No disturbance of any existing vegetation is allowed except for pruning, the removal of noxious weeds, and the ongoing maintenance of necessary fuels management for the prevention of wildfire.”

In addition, Staff is recommending a condition of approval requiring this restriction to ensure the enforceability of this restriction. Staff finds that this restriction, with it being located in various forms of records, is sufficient in preserving the dedicated open space.

Character Standards

Section 2325.B.9 Streetscapes of the PRD regulations requires that “[development] with frontage on a public street or approved private street shall provide safe, inviting, and attractive streetscapes. Where appropriate, residential units, including outdoor spaces such as porches, decks, and balconies, shall be oriented to the street yard, and where appropriate, streetscapes shall not be dominated by parked vehicles and garage entrances.”

In order to address this standard, Staff has worked with the applicant to come up with additional standards (in addition to the Certificate of Standards in the applicant submittal). These standards are as follows:

1. No more than 75% of the available frontage of any residence on the street-yard side of any lot will be allowed to be uninterrupted. Interruptions may include a direction change, offset, porch element, or other feature which adds interest to and identifies this aspect of the structure as the front of the residence.
2. Garages on Lots 1 and 2 shall be setback at least 10 feet from the main portion of the structures developed thereon.
3. All garages on Lots 3, 4, and 5 shall be accessed from the internal access drive and located at the rear of the structure.

Staff finds that with the above-mentioned items included as conditions (and incorporated into the Final Plat), the proposed PRD is consistent with established and desired neighborhood character.

Streetscape

In order to comply with the PRD requirement that the arrangement and design is consistent with surrounding neighborhood character, the applicant has arranged the Cache Creek Drive-facing lots at 50-65 foot intervals (with the exception of Lot 5, a corner lot). This is an attempt to match the 50 foot frontages of the NC-SF-zoned lots on the other side of the street, most of which have been developed. Staff finds that this configuration is likely the best way to ensure consistency with the established character along Cache Creek Drive. Lots 6 and 7 take a less regimented approach, which is appropriate in Staff’s view as their configuration is similar to the various shapes and sizes of existing residential units along Upper Cache Creek Drive.

Mix of Unit/Type Sizes

The PRD option contains a standard in which a prescribed number of different housing unit types and/or sizes must be included in the development. In order to comply with the three (3) housing unit types required, the applicant has chosen to allocate the total 22,400 SF of available floor area into five (5) 3,550 SF units, one (1) 2,800 SF unit, and one (1) 1,850 SF affordable housing unit. Staff finds that not only does this scheme comply with the standard in technical sense, but also in its intent, as housing types that vary by type (and

include units such as duplexes, apartments, etc) are not appropriate in a neighborhood that is predominantly comprised of single-family units.

Housing Mitigation

The applicant is proposing a four (4) bedroom, Category III single-family home in order to meet the affordable housing requirement of 2.81 persons. This four (4) bedroom unit would technically house 3.75 persons, and in exchange for the increased amount of housing provided, the applicant is proposing a Category III designation instead of an averaged designation between Categories I, II and III as specified in the LDR's. Staff is requesting that the Council comment on the proposed Housing Mitigation and the appropriateness of the Category III categorization.

STAFF FINDINGS

Pursuant to Section 2320. Planned Residential Development, the following findings may be approved only if the following findings are made:

1. ***That the proposed project is in substantial compliance with all applicable standards of [Section 2320].***

Staff has reviewed the proposed PRD and has found that it meets all PRD requirements.

2. ***That the proposed project substantially meets the character objectives of preservation or enhancement of the zoning district and neighborhood in which it is to be located. Projects which are out of scale and character with their surroundings will not be approved.***

Staff has found that the applicant has taken the surrounding neighborhood into significant consideration in the proposed site design. As such, Staff finds that the proposed PRD is consistent with neighborhood character.

3. ***That streets and intersections serving the project will not be reduced to unacceptable levels of service, nor will the safety of motorists, pedestrians, and cyclists be jeopardized.***

Staff finds that the proposed access design and the provision of sidewalks along Cache Creek Drive will not create safety issues or substantively decrease the level of service on surrounding roads.

4. ***That the density and distribution of population resulting from the project will not overburden schools, parks, utilities, or other public services.***

Staff finds that the density proposed is reasonable (and compliant with PRD standards) and will not overburden schools, parks, utilities, or other public service. Staff also finds that the development will be subject to school and park exactions at the time of platting.

5. ***That all adverse impacts associated with the proposed project are effectively mitigated to the extent possible.***

Staff finds that all adverse impacts have been mitigated to the greatest extent possible.

Pursuant to Section 51200.E (Development Plan Standards) of the Land Development Regulations (LDRs), the following findings shall be made for the approval of a Final (Intermediate) Development Plan.

1. **Consistent With The Comprehensive Plan.** *The proposed development plan shall be consistent with the purposes, goals, objectives and policies of the Comprehensive Plan, including standards for building and structural intensities and densities, and intensities of use.*

As found in PRD Finding #2, Staff finds that the proposed PRD will enhance and further solidify a developing and desired neighborhood character.

2. **Impact on Public Facilities.** *The proposed development plan shall not have a significant adverse impact on public facilities and services, including transportation, potable water and wastewater facilities, parks, schools, police, fire and EMT facilities.*

Staff finds that the proposed PRD will not have an adverse impact on public facilities.

3. **NRO/SRO.** *Any proposed development plan involving lands within the NRO or SRO shall achieve the standards and objectives of both the NRO, pursuant to Division 3200, Natural Resources Protection and Natural Resources Overlay (NRO) District, and the SRO, pursuant to Division 3300, Scenic Resources Overlay (SRO) District.*

Staff finds that the proposed PRD is not in the SRO or the NRO.

4. **Other relevant standards of these Land Development Regulations.** *The proposed Development Plan shall comply with all standards imposed on it by all other applicable provisions of these Land Development Regulations for use, layout, and general development characteristics.*

Staff finds that the proposed PRD complies with all relevant standards of the LDRs.

5. **Conditional and Special Uses.** *The proposed development plan shall comply with the conditional or special use standards, as applicable, pursuant to Section 5140.B, Conditional Use Standards or Section 5140.C, Special Use Standards, if the proposed use is specified as a Conditional or Special use in Table 2200, Use Schedule.*

Staff finds that the proposed PRD is a by-right use and not subject to Conditional or Special use standards.

ATTACHMENTS

Departmental Reviews

Applicant Submittal

FISCAL IMPACT

As the proposed FDP will result in a net gain of five (5) residential units, an approximate \$11,800 park exaction and an approximate \$10,000 school exaction will be applicable in the future platting of the development.

STAFF IMPACT

None identified.

LEGAL REVIEW

Complete.

ALIGNMENT WITH COUNCIL'S STRATEGIC INTENT

Staff finds that the proposed project meets the Council's strategic intent in that it supports Town as Heart, provides housing in an area served by transit and pedestrian infrastructure, and is infill development that is consistent with established neighborhood character.

RECOMMENDATIONS/ CONDITIONS OF APPROVAL

The Planning Director recommends **approval** of a seven (7) lot Planned Residential Development (PRD) located at 640 & 648 Cache Creek Drive, subject to the following conditions:

1. The proposed open space area shall be kept in its natural, pristine state. No disturbance of the area is allowed, including any grading, building, or retaining activity. No disturbance of any existing vegetation is allowed except for pruning, the removal of noxious weeds, and the ongoing maintenance of necessary fuels management for the prevention of wildfire.
2. No more than 75% of the available frontage of any residence on the street-yard side of any lot will be allowed to be uninterrupted. Interruptions may include a direction change, offset, porch element, or other feature which adds interest to and identifies this aspect of the structure as the front of the residence. This restriction shall be included on the Final Plat and the corresponding CC&Rs.
3. Garages on Lots 1 and 2 shall be set back at least 10 feet from the main portion of the structures developed thereon. This restriction shall be included on the Final Plat and the corresponding CC&Rs.
4. All garages on Lots 3, 4, and 5 shall be accessed from the internal access drive and located at the rear of the structure. This restriction shall be included on the Final Plat and the corresponding CC&Rs.

SUGGESTED MOTION

I move to **approve** a Final (Intermediate) Development Plan for a seven (7) lot Planned Residential Development located at 640-648 Cache Creek Drive, based upon the findings in the Staff Report for Item P09-004 and the departmental reviews attached thereto, subject to four (4) conditions of approval.

From: [Christian Eckart](#)
To: [Brendan Conboy](#)
Subject: Regarding the Hansen property Scarlett Addition
Date: Tuesday, January 21, 2020 3:43:27 PM
Attachments: [CH lot layout concept.pdf](#)

Dear Brendan Conboy,

Thank you for your letter regarding the Hansen property and for speaking with me once again regarding my wife's and my concerns in relation to the Hansen's house project.

As I explained during our telephone conversations the very best outcome my wife and I could hope for with regard to the Hansen's request for driveway access from Cache Creek Drive would be that that would be granted but also that that would be the only access to the property rather than also permitting access from the Upper Cache Creek Drive alleyway.

Allow me to reiterate our reasoning. Because the Scarlett Addition was permitted to go forward in a way that resulted in the front of our home facing onto the alleyway the views from our front porch are what homeowners would normally see from the back of their home. Our front view is of the driveways across the street, the backs of those houses, all of the storage stuff found in the backyard of many homes, RV's and the attendant gear that's kept there as well as all of the vehicles for the occupants of those houses.

If the Hansens are also permitted to use the alleyway to access their property and to have spaces for parking and enabling turn around in and out of a garage that's currently planned for off the end of the alleyway it will substantially exacerbate an already unpleasant situation for our property. We request that the city planning commission take our concerns regarding the above into consideration while resolving the Hansen's driveway situation.

Short of prohibiting access to the Hansen property via the alleyway we hope that the city will choose to enforce a setback for the Hansen home of no more than 25 feet on Cache Creek Drive as is the case with all of the other neighboring homes. If the Hansens are permitted to set their home back any deeper from Cache Creek Drive the view of the back of their home will encroach upon the front of ours. In this case every foot deeper of setback will result in the diminution of our property value. Obviously this is of paramount concern to us and we vehemently implore the city planning commission take it under consideration as you consider the Hansen property application.

For your information I have spoken with Chris Hansen on two occasions as well as having exchanged numerous emails. Although our conversations have always been polite and amicable with Mr. Hansen suggesting that he understands our concerns we have not actually received any commitments from him that he's willing to provide any form of accommodation to us in relation to them. In fact I've gone so far as to provide a simple sketch of an idea whereby access for both his home and the planned ARU would be from a driveway running down the west side of the property. I've attached that admittedly simple sketch here. When reviewing the drawings Mr. Hansen provided to us in relation to his request for support of his application with the city I had the impression that the Hansens are trying to shoehorn a structure that's inappropriate for the lot. I believe their building project requires a more

thoughtfully and specifically designed building.

Understand that we have nothing against the Hansens and are looking forward to having them as neighbors. Obviously we're hoping, however, to get off on the right foot with minimal impacts as a result of their home-building project.

Please note that I would be willing to speak with anyone from the planning department about the issues outlined above. Unfortunately neither my wife nor I will be able to attend the hearing. Please add our concerns to the record as your letter indicates.

Thank you for your attention and best wishes.

Christian



TOWN OF JACKSON TOWN COUNCIL AGENDA DOCUMENTATION

PREPARATION DATE: JANUARY 31, 2020
MEETING DATE: FEBRUARY 3, 2020

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

SUBJECT: **ITEM P19-248:** DEVELOPMENT PLAN TO DEVELOP A 29-UNIT CONDOMINIUM BUILDING AT 165 AND 185 NORTH GLENWOOD STREET

APPLICANT: NICK ORTHMANN – BEAR DEVELOPMENT, LLC

STATEMENT/PURPOSE

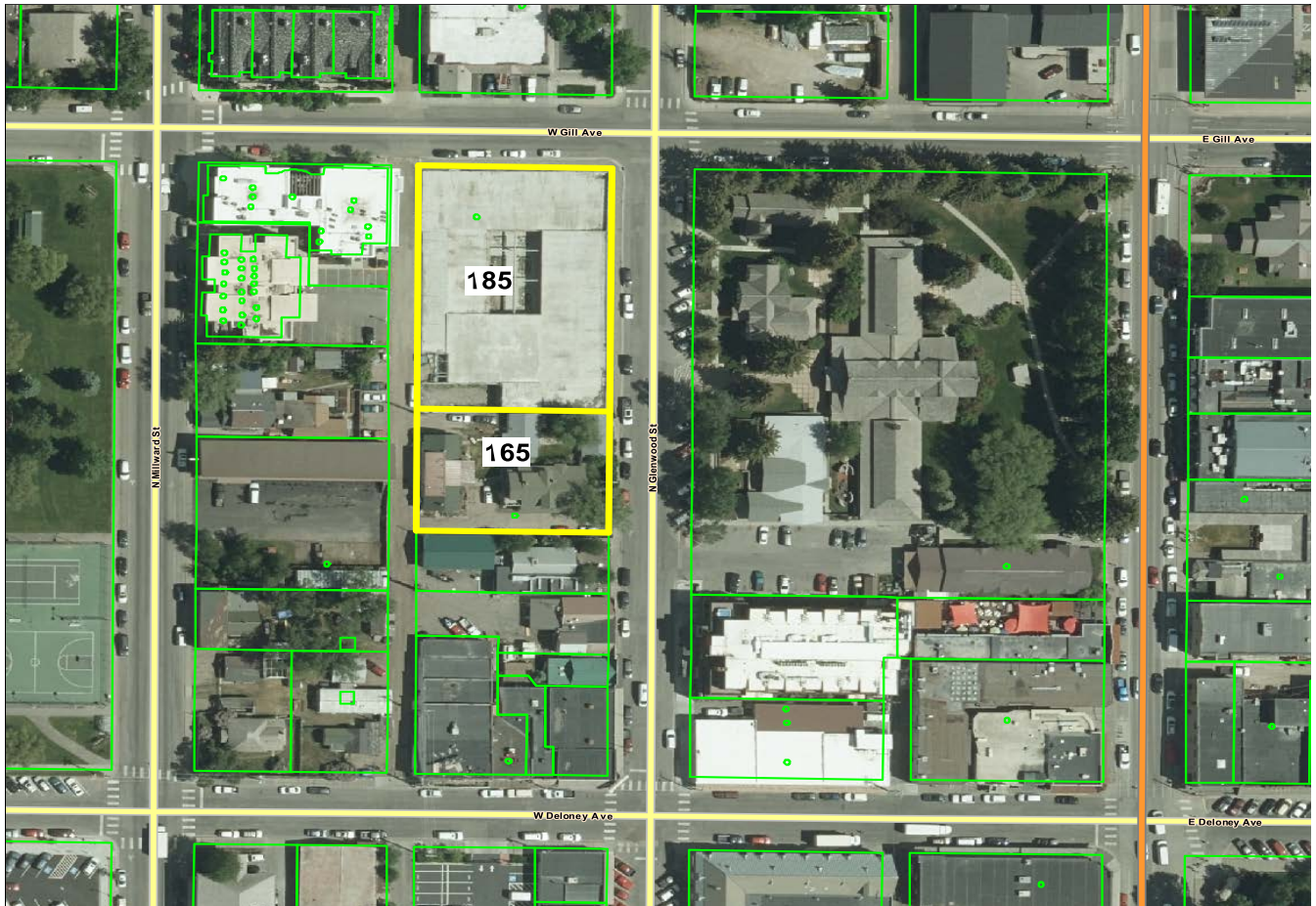
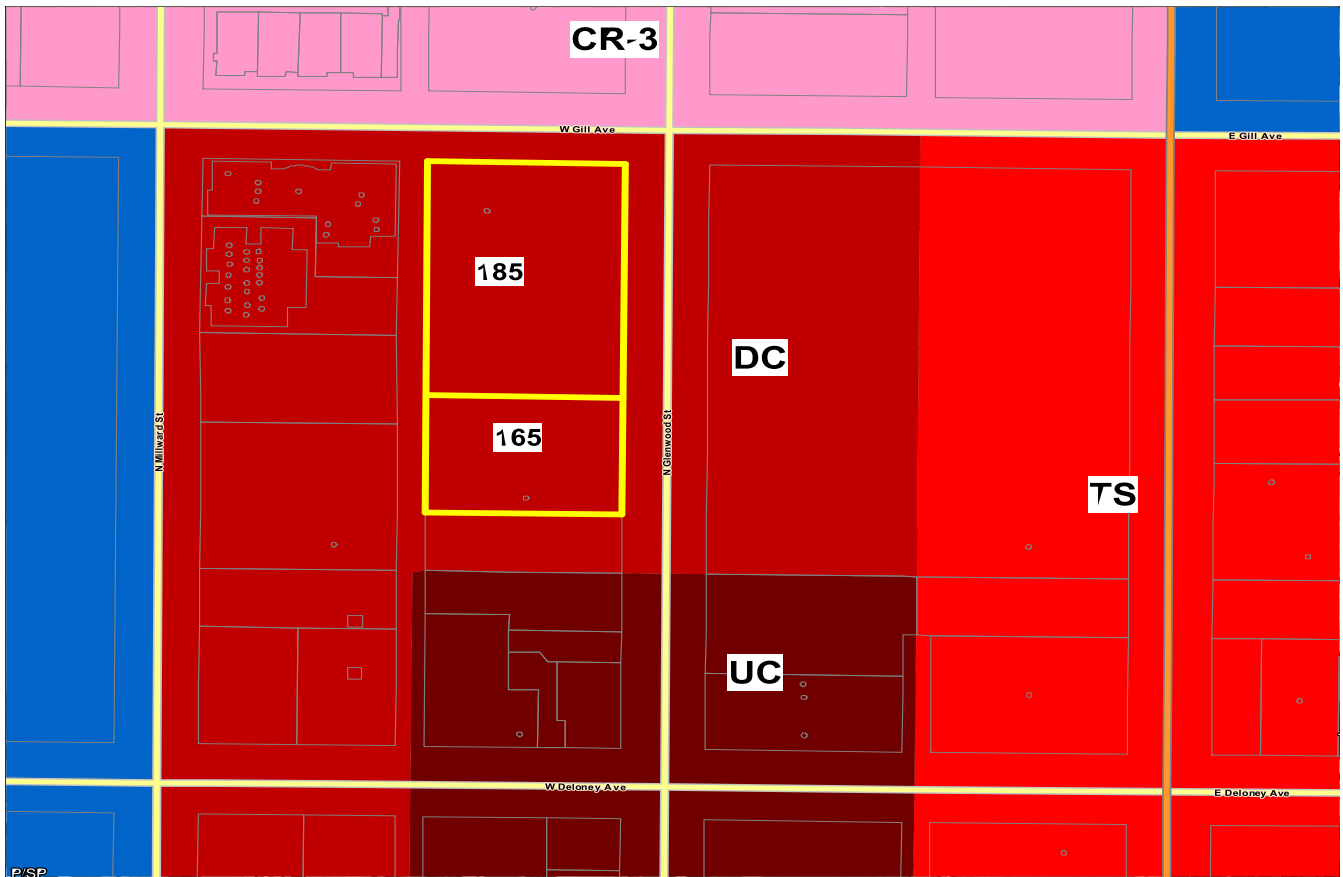
The applicant is requesting approval of a Development Plan for a 29-unit condominium building of residential and short-term rental units for the properties located at 165 and 185 North Glenwood Street.

APPLICABLE REGULATIONS

Section 8.3.2 Development Plan

LOCATION

The properties are located at 165 and 185 North Glenwood Street, legally known as Lots 1 – 6, BLK. 6, JACKSON. An aerial photo and zoning map are shown below:



BACKGROUND/ALTERNATIVES

The applicant's 0.96-acre property extends more than half a block and includes 185 North Glenwood (4 lots) and 165 North Glenwood (2 lots). It includes the corner with West Gill Avenue and is adjacent to the alley extending from W. Gill Avenue. It is zoned Downtown Commercial (DC) and located in the Lodging Overlay (LO). The St. Johns Church property is located across the street to the east.

The larger 185 N. Glenwood site currently contains a covered underground parking garage. This structure is the only development on the site and is a remnant from the previous McCabe Corner housing project that was approved in 2007 but never completed. The applicant bought the property in 2012 and soon thereafter covered the then partially complete underground parking garage that was known as the "hole in the ground." The existing garage footprint is located approximately 10' from the curbs on N. Glenwood and W. Gill. The two lots on the 165 N. Glenwood site were acquired by the applicant in 2016 and currently contain a mix of residential and commercial uses in four older structures. The applicant has applied for a demolition permit for all four structures.

Previous Approvals

On July 1, 2019 the Town Council approved a Sketch Plan (P19-097 & P19-098) for a 29-unit condominium project with the following conditions of approval:

1. The applicant shall pave the alley adjacent to the property for the full length of the 300'-wide project site.
2. As part of the Development Plan submittal, the applicant shall clarify how they plan to ensure that long-term residential units are not used for short-term rental use.

On July 1, 2019 the Town Council also approved an Administrative Adjustment (P19-199) to reduce the required Pedestrian frontage from 13'6" to 13'1" on the Glenwood Frontage and to 10'1" on the Gill frontage with the following condition of approval:

1. Final design approval of the curb location and Glenwood Street cross section shall be obtained from the Town Engineer and Planning Director prior to approval of the Building Permit.

On May 9, 2019 the Design Review Committee (DRC) reviewed and approved the condominium project during Sketch Plan review. On November 29, 2019, the DRC reviewed the project again in conjunction with this Development Plan. The main change to the building was replacing the COR-TEN metal (brownish-orange) with gray metal panels. The DRC approved the project with the following conditions:

1. Consider options for modifying the gray color palette. In particular, the proposed metal panels could be improved with a warmer, possibly darker, grey color to avoid the "car dealership" grey aesthetic.
2. Given the high amount of grey, including the substantial amount of concrete, many members supported to use of board-form concrete to ensure a high quality final product.
3. The applicant shall submit samples of the primary exterior materials with the building permit for staff and DRC review.

PROJECT DESCRIPTION

General Overview

The applicant is requesting approval of a Development Plan for a 29-unit condominium project in two buildings that will be connected with underground parking (48 spaces, or 67 spaces including tandem spaces). The project will include 18 short-term rental units (which also are allowed long-term residential use), 6 market residential units, and 5 deed-restricted workforce housing units in a total of approximately 89,000 sf of habitable floor area (with about 80,000 sf of that being above ground). The applicant has provided a diagram showing the location and number of each type of unit within the development. The project includes a central courtyard that is accessed from both Glenwood Street and Gill Avenue and provides private open space. All vehicular access and parking will be from the alley that is required to be paved by the applicant for the full length of the 300'-wide project. Each unit is designed as a 3-story, townhouse most of which will have a private entrance (no common hallways) from both the underground parking structure and the adjacent street or courtyard.

Phasing: The applicant's intent is to build the project in two phases. The first phase would start soon after approval of this Development Plan, and the second phase would likely commence before Phase 1 was complete but final timing has not been determined. Generally with phased developments the Town has required a Building Permit for Phase 2 to be submitted within 3 years of completion (i.e. Certificate of Occupancy) of Phase 1. The two phases are summarized below:

Phase 1 (185 Glenwood):

• 20 Units	Above Grade
o 12 Short-term Rental units (base FAR)	(33,906 sf)
o 5 free-market residential units (2:1 Bonus)	(13,251 sf)
o 3 Workforce Ownership units (2:1 Bonus)	(6,742 sf)

Phase 2 (165 Glenwood)

• 9 Units	
o 6 Short-term Rental units (base FAR)	(17,907 sf)
o 1 free-market residential unit (2:1 Bonus)	(3,018 sf)
o 2 Workforce ownership units (2:1 Bonus)	(4,245 sf)

TOTAL:

- Above Grade: 79,069 sf
- All Habitable (includes basements): 89,179 sf

Affordable Housing Credit and Requirement: The applicant calculates that the two properties have a combined housing credit under Sec. 6.3.2.A.1 in the LDRs of 11.61 units. This is based on the historical uses (since December 18, 1995) of Office and Light Industrial uses (former Jackson Hole News and Guide on 185 N. Glenwood), and Retail and Outfitter/Tour Operator uses on 165 N. Glenwood (various retail stores and JH Mountain Guides). The applicant has provided an independent calculation, as required by the LDRs, to determine the housing mitigation credit for the previous Outfitter/Tour Operator use. In summary, the only proposed development that requires housing mitigation are the 18 Short-Term Rentals (which are mitigated at the higher Short-Term Rental rate rather than the lower long-term residential rate) because the remainder of the units are exempt from mitigation under the Workforce Housing Bonus FAR in Sec. 7.8.4 (see next paragraph). According to the applicant, the non-exempt units generate an affordable housing mitigation requirement of 11.44 units. Thus, their credit of 11.611 units would exceed their affordable housing requirement and so no affordable housing mitigation is proposed for the project.

Workforce Housing Floor Area Bonus: The project is also using the Workforce Housing Floor Area Bonus in Sec. 7.8.4 to allow additional floor area for market and deed-restricted housing (please see the Staff Analysis section for explanation of how the “2:1” FAR bonus works). Using the 2:1 FAR bonus, the applicant is proposing 6 market bonus units (16,269 sf) and 5 Workforce deed-restricted units (10,978 sf).

Summary of Changes from Sketch Plan:

- The number of short-term rental units (which also allow long-term rental) increased from 15 to 18. The applicant’s previous housing credits were sufficient to cover the increase in short-term rentals (Please see the Affordable/Employee/Workforce Housing section below).
- The total amount of market long-term residential units decreased from 9 to 6. All 6 are generated from the 2:1 Far bonus.
- Total tandem parking increased from 62 to 67.
- Phase 1 still includes 20 units, but the breakdown changed: The number of short-term rental units increased from 9 to 12 and the amount of free-market residential units was reduced from 8 to 5. The amount of workforce ownership units remains at 3.
- Phase 2 remains the same with 6 short-term rental units, 1 free-market residential unit & 2 workforce ownership units.
- Total above ground base FAR reduced from 1.29 (53,535 sf) to 1.26 (52,521 sf).
- Exterior COR-TEN metal (brownish-orange metal) was replaced with gray metal panels.
- The interior corridor has been modified to feel more open by removing some of the vertical elements.
- Bulb-out corner proposed at the northeast corner of the project has been removed and replaced with a traditional curb.
- Pedestrian frontage along West Gill Avenue changed from trees & pavers to trees and landscaping.

STAFF ANALYSIS

Development Plan Review

The purpose of a Development Plan is to review a physical development or development option that is large and complex enough to benefit from a public review at a sufficient level of detail to determine compliance with these LDRs prior to preparation of final construction or plat documents. This project requires both Sketch Plan and Development Plan because the project’s 52,521 sf of qualifying floor area exceeds the 19,500 sf threshold for a Sketch Plan and Development Plan in the DC Zone. Staff finds that the information submitted by the applicant to be appropriate for reviewing the proposed development at this final Development Plan phase.

Conformance with the Comprehensive Plan

This site is located Character District 2: Town Commercial Core and Subarea 2.3: Downtown. This is a *Transitional* area intended for redevelopment with a mixture of 2 to 3-story commercial and residential buildings, a high level of pedestrian and transit connection, high-quality public spaces, and a high concentration of tourist-related accommodations and services. Parking should be hidden or underground and buildings should create an attractive street wall to encourage pedestrian activity. Other than street trees, landscaping and green areas are minimal and largely provided on a voluntary basis. Staff finds that the project is consistent with these goals but please see the section on Findings for Development Plans for staff’s more detailed analysis on the project’s conformance with the Comprehensive Plan.

Compliance with Sketch Plan & Administrative Adjustment Conditions of Approval

Sketch Plan

1. The applicant shall pave the alley adjacent to the property for the full length of the 300'-wide project site.

Response: The applicant has stated in their application that they will pave the alley for the full length of their 300'-wide project. Staff has added a condition of approval requiring the applicant to provide alley paving plans in their Building Permit for Phase I.

2. As part of the Development Plan submittal, the applicant shall clarify how they plan to ensure that long-term residential units are not used for short-term rental use.

Response: The applicant has provided a written response to this condition that includes several actions on their part to ensure that all long-term residential unit are not used for short-term rental use. The applicant has identified all unit types on the floor plans so that it is clear which units can be rented short-term and which cannot. The applicant has also stated they will ensure the buyers and the home owner's association are aware of which units cannot be rented short-term. In addition, the will work with the Town to any other reasonable measures to ensure all units are rented as approved.

Administrative Adjustment

1. Final design approval of the curb location and Glenwood Street cross section shall be obtained from the Town Engineer and Planning Director prior to approval of the Building Permit.

Response: The applicant provided a preliminary street improvement plan for North Glenwood which reflects the centerline shifting east by 1.25 feet. From west to east, the proposed right-of-way consists of the following:

- 6-foot wide sidewalk
- 5-foot wide furnishing area (trees and grates)
- 9-foot wide parallel parking
- 10-foot wide travel lane (southbound)
- 10.9-foot wide travel lane (northbound)
- 21.5 feet of angled parking (55 degrees)

The Town Engineer has reviewed this plan and currently has no significant concerns. However the applicant will need to continue working with the Town Engineer on the final street design. To ensure this staff has carried the above condition forward with this Development Plan.

Conformance with Other Applicable Regulations

Staff finds that the applicant complies with the dimensional standards in the DC zone as shown in the table below and discussed further in this section.

	DC	Proposed	Complies?
FAR	1.3 base max (54,363 sf)	1.26 base (52,521)	Yes

	+ 2:1 Workforce Bonus: Determined by proposal	+ 2:1 Workforce Bonus: (30,359 sf (including basements)	
LSR	n/a	n/a	Yes
Plant Units	n/a	n/a (10 street trees provided)	Yes
Minimum Lot Size	n/a for condo/townhome	n/a for condo/townhome	Yes
Height	42' (< 5:12 roof pitch) 46' (≥ 5:12 roof pitch)	42' (< 5:12 roof pitch)	Yes
Density	n/a	30 units per acre	Yes
Parking	1.5 space per unit = 43.5	48 spaces (67 including tandem)	Yes
Primary Street Setback (Glenwood)	0' – 5'	2'-8"	Yes
Secondary Street Setback (Gill)	0' – 5'	2'-10"	Yes
Rear Setback (south)	0' or 5'	5'-3"	Yes
Street Façade Width	80% of primary and secondary street	94% for primary and 87% for secondary	Yes
3rd Story Stepback	10' with 60% encroachment allowed	10' and 59% encroachment	Yes
Pedestrian Frontage	13'6" with Trees in Grate	13'1" (Glenwood) and 10'1" (Gill) both Trees in Grate	Yes (Approved Admin Adjustment)

Landscaping

There is no landscaping requirement for this project because the DC zone has no LSR requirement. However, the applicant has provided a landscaping plan (stamped by WY Landscape Architect) that shows a variety of planter boxes along the front facades and at the entrance of each unit. These plantings not only help to break up the mass of the buildings but they add greenery to the public view while helping to define the public and private realms along the sidewalk. Additional planters are proposed within the private courtyard, and while these planters will not impact the public view, they will create a more inviting semi-private area where residents of the project can enjoy the outside and visit with each other. The project also proposes 10 new street trees (Ash and American Elm) as part of their “Trees in Grate” and “Trees in Lawn” pedestrian frontage requirement. These trees will provide shade and screening of the project and help to create an attractive sidewalk experience for all users.

Historical and Cultural Resources

There are no existing historical structures or resources on the 185 N. Glenwood site. At this time, the site is entirely developed with an underground parking structure.

The 165 N. Glenwood site currently has four structures. None of these structures are listed on the National register of Historic Places or are designated as a local historic resource (i.e., has a local plaque) by the Teton County Historic Preservation Board’s (TCHPB). The applicant submitted a demolition permit for all four structures on 165 N. Glenwood on May 14, 2019. The TCHPB provided comments stating that the two southern-most structures are important based on their association with St. Johns Church and Hospital (nurse

quarters) and requested a 90-day stay from Town Council. On June 3, 2019, the Council approved a 90-day stay from demolition of both structures. That 90 days ended and the demolition permit was approved on October 1, 2019. The applicant has 180 days from approval to pick up the permit.

During Sketch Plan, the Town Council and applicant had conversations about the possibility of preserving the structures and/or holding off on demolition until after the winter so as to not displace the residents living there. At this time the applicant is still working with groups to see if there is an interest in preserving the buildings. The applicant has stated they likely will not pursue demolition until the spring to avoid displacing the residents during winter.

Site Design

The proposed site plan is consistent with the goals of the DC zone by providing a strong street wall, street-level unit entrances, ample and landscaped sidewalks, an internal pedestrian courtyard with private open space, and an underground parking lot that hides all parking from public view. Breaking up the project into two condominium buildings helps to break up the mass of the project. New sidewalks will be installed on both Glenwood Street and Gill Avenue that will significantly improve pedestrian safety and function along the frontage of this project. Street trees and planter boxes will further improve the street experience for residents and visitors alike.

As part of the Sketch Plan the applicant proposed paving a portion of the alley (200 feet) from Gill Avenue to the parking garage entrance. To comply with a previous Sketch Plan condition of approval the applicant is now proposing to pave the full 300 feet of alley adjacent to the entire project. Staff has carried the original alley condition forward with this application requiring an alley paving plan for the full 300 feet of alley with the building permit for Phase I.

Building Design

Both buildings are 3-stories with a flat roof design and are a maximum of 42' in height, including the handrails for the rooftop decks. All but two units have a private entrance from either the street or the courtyard and range in size from 1,907 sf to 4,189 sf in mostly 3-br units but with a few 2-br and 4-br units as well. The design uses a 3rd-story setback and other additive and subtractive elements to vary the façade and roof lines to create interest and shadow lines. The exterior materials are primarily steel, concrete, charred wood, and wood and steel accents.

The rooftop decks will be accessed by a stair tower that will project approximately 10' above the rooftops. According to Section 9.4.9.C.1, structures used exclusively for elevator or stairway access to a roof may exceed the maximum height by up to 10' if the stair tower is not visible from a contiguous street and does not occupy more than 20% of the roof area. The applicant has provided a "sky plane" analysis that demonstrates that the stair towers would not be visible to a 6'-tall person walking on the sidewalk across the streets on Glenwood or Gill. The one exception to this would be that some of the stair towers would be visible when viewed directly from the alley entrance along Gill Avenue, but this does not violate the requirements of the LDRs.

Vehicular Access/ Circulation/Traffic

Vehicular access to the project will be provided by the existing north-south alley on the west side of the site that leads to the underground parking garage that serves the entire project. Additional overflow or guest parking will be provided by on-street parking as is typical in the downtown area.

While the LDRs do not require a traffic impact analysis for this project (or any project unless it is associated with a Conditional Use or is located on a State Highway), the applicant provided a traffic analysis with the previously approved Sketch Plan. The analysis concluded that this level of Average Daily Trips (ADT) would add minor additional delays to the Gill intersection but that these delays “should not significantly reduce levels of service and therefore should not warrant any traffic mediation efforts.” Staff finds that this by-right development located within downtown’s street grid can be accommodated by the existing street network.

Affordable/Employee/Workforce Housing

Sec. 6.3.2.A.1 in the LDRs allows properties to get an affordable housing credit for any uses on the site established from December 19, 1995 to the present. Essentially, whichever uses generate the highest mitigation requirement during this period create a credit of equal value that can be used to offset the housing requirement of new development or redevelopment on the same site.

The below table provides a summary of the affordable housing mitigation plan. Additional detail is provided after the table.

Affordable Housing Mitigation Summary	
Mitigation Requirement (Base 1.3 FAR)	Mitigation Requirement (2:1 Workforce FAR Bonus)
<i>Proposed: 58,820 sf (includes basement for purposes of calculating affordable housing requirement)</i> Requirement: 11.44 deed-restricted units Credit for existing/historical uses: - Office (JH News and Guide office) = 3.91 units - Light Industry (JH News and Guide press) = 1.51 units - Retail (various businesses) = 0.627 units - Outfitter/Tour Operator (JH Mountain Guides) = 5.56 units (see independent calculation) Total Credits = 11.61 units (see below for explanation) Complies: 0.17 units of credit remaining	<i>Proposed: 27,256 sf (not including basements)</i> 16,269 sf of market housing (6 units) 10,987 sf of Workforce housing (5 units) Requirement @ 2:1 = 16,269 sf (market) : 5,369 sf (Workforce) Complies: Applicant proposes 10,987 sf of Workforce housing which exceeds the minimum requirement of 5,369 sf by 5,618 sf.

In addition to the base FAR, applicants in the DC zone have the option to increase residential development potential by using the Workforce Housing FAR Bonus in Section 7.8.4. In summary, this bonus allows developers to add 2 sf of market residential floor area to a project for every 1 sf of deed-restricted workforce housing they provide. The deed-restriction required for this option is a Workforce ownership or rental restriction that has no income limits or initial sales price caps (see below summary for major terms of this deed restriction). Sometimes called the “fill the box” or “2:1” option, this tool typically applies after the base floor area (FAR) has been used up, including any required mitigated housing. Any bonus floor area allowed by the bonus tool must comply with all regular zoning requirements for setbacks, height, parking, etc. — i.e., all bonus floor area must fit in the “box” defined by the zone’s dimensional standards without the need for variances or administrative adjustments. Bonus market floor area can be used only for residential units (i.e.,

no commercial uses, such as short-term rentals, are allowed). The purpose of the 2:1 tool is to encourage the market to build deed-restricted workforce housing in desired locations without any taxpayer subsidy.

Using the Workforce bonus, the project proposes a total of 6 market residential units (16,269 sf) and 5 deed restricted units (10,987 sf) – not including basements. This ratio of 16,269:10,987 exceeds the required 2:1 bonus requirement so staff finds that the projects meets the Workforce Housing Bonus ratio requirements. All workforce units will be required to meet the Housing Department's livability standards (e.g., storage, outdoor space, etc.). Considering the proposed workforce units are quite large (1,907 sf - 2,566 sf), staff anticipates few issues meeting the livability standards.

The applicant will be required to record a Workforce Ownership deed restriction prior to Certificate of Occupancy for the units. Below is a summary of the primary terms of the Workforce Ownership deed restriction:

- *Initial sales price:* Set by owner with no restrictions
- *Subsequent sales price:* Limited to 2.5% annual appreciation
- *Income restriction:* None
- *Ownership of real estate:* Not within 150 miles of Teton County
- *Employment:* Average of 30 hrs/wk and 75% of income from local business
- *Occupancy requirement:* 10 month / year minimum

Development Exactions

The proposed project includes 29 condominium units. Each unit, therefore, will generate demand for schools and parks that must be mitigated according to Division 7.5: Development Exactions Standards. The applicant has provided initial exaction requirements of \$78,300 for parks and \$43,500 for schools. The final school and park exactions will be due at the time of subdivision plat approval.

Planning Commission

This Development Plan was reviewed by the Planning Commission on January 2, 2019 and received unanimous support. A couple of Commissioners questioned why the bulb-out on the corner of Glenwood and Gill was removed from the sidewalk design that was previously presented with the Sketch Plan. Staff's explained that the reason the bulb-out was removed was because the applicant was directed to do so by the Engineering Department. As Planning understands it, bulb-outs are generally most effective for pedestrian safety and traffic calming when done in pairs or when all corner are done together. Since the owner would only be responsible for one bulb-out, any additional bulb-outs would financially fall on the Town which are not currently planned or budgeted. The Commissioners were still interested in the original bulb-out design and modified Condition #4 to include a bulb-out if approved by the Town Engineer.

In recent conversation with the Town Engineer, it was clarified that there is technically no industry standard that requires bulb-outs to be done in pairs or entire intersections and that a single bulb-out corner is allowed. However at this time the Town Engineer is sticking with his original recommendation (i.e. Sketch Plan) which does not include a bulb-out. At this time staff is recommending approval for the currently approved curb design which does not include the bulb-out but the Planning Commission is recommending approval with the bulb-out. Town Council has the final say on whether the bulb-out should remain excluded from the design or be placed back into the design.

STAFF FINDINGS

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

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

This site is located Character District 2: Town Commercial Core and Subarea 2.3: Downtown of the 2012 Comprehensive Plan. The following is the vision for Subarea 2.3:

Sub-area 2.3 Downtown Commercial Core: *This large, mixed use, TRANSITIONAL Subarea currently consists of a variety of retail, restaurant, office and other commercial activities, along with long-term residences and lodging in a variety of building sizes and forms. Downtown is the center of civic, cultural, economic, and social activity in the community as well as the center of the visitor experience, as a significant amount of lodging is located here. The existing character and built form is varied and inconsistent.*

The goal of this subarea is to create a vibrant mixed use area by accommodating a variety of uses and amenities. The subarea will be the starting point for the development of a refined Lodging Overlay boundary and future discussion of the type and size of lodging desired. A key challenge will be to provide a balance between lodging and long-term residential housing. Future structures will be predominantly mixed use, while multifamily structures will be allowed if it properly addresses the street. Commercial uses that create an active and engaging pedestrian experience will be predominantly located on the first and second floors of buildings. Examples of these uses include restaurants, bars, a variety of retail shops and commercial amusement. Furthermore, as portions of the subarea will be located within a future Downtown Retail Shopping District, uses such as office, residential and lodging will be predominantly located on upper floors.

A goal of this subarea will be to create a consistent building size and form. In the future, a variety of two to three story buildings are desired. Buildings should be located to create an attractive street wall and take advantage of good urban design principles including massing, articulation and the provision of public space. The pedestrian realm will be of great importance in this mixed use subarea, and emphasis should be placed on adding improvements focusing on the pedestrian experience. Parking should continue to be provided predominately in public lots and on street to create a vibrant, walkable area that is oriented to the pedestrian. On-site parking should be predominantly underground or screened from view. Future redevelopment should enhance the Flat Creek corridor for recreational and ecological purposes. Buildings should front onto the creek to provide opportunities for interaction and enjoyment of this community resource.

Complies. The proposed project meets the general purpose and goals of Subarea 2.3. In particular, by providing underground parking, an attractive street wall, a mix of visitor and residential uses, and urban-type landscaping (e.g., planter boxes), the project has addressed many of the desired characteristics for this part of Town. In addition, the DRC has reviewed this project and approved it for Development Plan with positive comments regarding the site design, interior courtyard, architectural style, and streetscape. Finally, the applicant's use of the 2:1 Workforce Bonus meets the Comprehensive Plan's goals of creating deed-restricted workforce housing in locations close to jobs, services, and transit.

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 five voluntary Workforce deed-restricted units (10,987 sf total), the proposed development meets this policy goal.

4.1.d: Maintain Jackson as the economic center of the region

Complies. The proposed redevelopment will redevelop a site that has been called “The Hole in the Ground” for many years. Replacing this eyesore with a new short-term rental ownership units and other residential housing will help support the “lights on” goals for downtown by adding visitors and new residents within easy walking distance to all the shops, amenities, and transportation options of downtown Jackson.

4.2.c: Create vibrant walkable mixed use subareas

Complies. The proposed mixed-use redevelopment will improve the sidewalks on Glenwood Street and Gill Avenue with a wider, safer, and more functional sidewalk. In addition, the proposed development will add tourist-oriented services within the pedestrian heart of downtown.

4.2.d: Create a Downtown Retail Shopping District

Complies: While no retail is proposed with this project, the addition of visitor lodging facilities and more long-term residents within easy walking distance of the stores and restaurants of downtown will help support a vibrant, year-round retail district in the downtown.

4.2.f: Maintain lodging as a key component in the downtown

Complies. The proposed project will add 18 short-term rental ownership unit very close to the Town Square Area.

4.4.b: Enhance Jackson gateways

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

Complies. Staff finds that by providing five voluntary Workforce deed-restricted units (10,987 sf total), the proposed development meets this policy goal.

6.2.b: Support businesses located in the community because of our lifestyle

Not applicable.

6.2.c: Encourage local entrepreneurial opportunities

Not applicable.

6.3.a: Ensure year-round economic viability

Complies. While no retail is proposed with this project, the addition of visitor lodging facilities and more long-term residents within easy walking distance of the stores and restaurants of downtown will help support a vibrant, year-round retail district in the downtown.

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

Complies. The proposed redevelopment will provide visitor accommodations and housing in the heart of downtown Jackson where all of the alternative modes of travel – walking, biking, and transit – are convenient and readily available.

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

Not applicable. The property is not located within the Natural Resource Overlay (NRO) or Scenic Resources Overlay (SRO).

3. *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. As conditioned, staff finds that the proposed project will not have significant impacts on public facilities and infrastructure.

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

Complies. The DRC reviewed the project along with this Development Plan and approved it with conditions. As conditioned, staff finds that the application complies with the Town of Jackson Design Guidelines.

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

Complies. Staff finds that the application meets the base and bonus standards of the LDRs.

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

Complies. As conditioned, staff finds the project to be in substantial conformance with the previously approved Sketch Plan and Administrative Adjustment.

PUBLIC COMMENT

The Planning Department has received public comment from two property owners along this stretch of South Glenwood (Sadek Darwiche and Phil Leeds). Mr. Darwiche did not have concerns about the realignment of the street, but rather had concerns about comments previously made by Reverend Jimmy Bartz of St. John's Episcopal Church that this section of South Glenwood should be one-way northbound. Mr. Darwiche was not in favor of the idea for reasons stated in his letter. Mr. Leeds was also not in favor of the one-way idea for reasons stated in his letter. Mr. Leeds also shared concerns over the project being adequately parked. After the staff report was sent to the Planning Commission, staff received public comment from Reverend Jimmy Bartz strongly encouraging this stretch of North Glenwood be changed to one-way northbound for reasons stated in his letter. Finally, at the Planning Commission, Brigid Mander who lives at 165 N. Glenwood Street commented on her strong interest to keep working with the applicant on preserving the existing historic structures and housing.

ATTACHMENTS

Department Reviews
Applicant Submittal
Public Comment

RECOMMENDATIONS/ CONDITIONS OF APPROVAL

The Planning Director recommends **approval** of a Development Plan (P19-248) for a 29-unit condominium building for the properties located at 165 and 185 North Glenwood Street, subject to the department reviews and the following conditions.

- 1) At the time of Building Permit submittal for Phase I the applicant shall include a plan to pave the alley adjacent to the property for the full length of the 300'-wide project site.
- 2) At the time of Building Permit submittal the applicant shall provide a written response to the DRC's three conditions of approval.
- 3) The applicant shall have 18 months from the time of Development Plan approval to submit a building permit for Phase I. Upon completion of Phase I (i.e. Certificate of Occupancy) the applicant shall have 3 years to submit a building permit for Phase II.
- 4) Final design approval of the curb location and Glenwood Street cross section shall be obtained from the Town Engineer and Planning Director prior to approval of the Building Permit.

The Planning Commission recommends **approval** of a Development Plan (P19-248) for a 29-unit condominium building for the properties located at 165 and 185 North Glenwood Street, subject to the department reviews and the following conditions.

- 1) At the time of Building Permit submittal for Phase I the applicant shall include a plan to pave the alley adjacent to the property for the full length of the 300'-wide project site.
- 2) At the time of Building Permit submittal the applicant shall provide a written response to the DRC's three conditions of approval.
- 3) The applicant shall have 18 months from the time of Development Plan approval to submit a building permit for Phase I. Upon completion of Phase I (i.e. Certificate of Occupancy) the applicant shall have 3 years to submit a building permit for Phase II.
- 4) Final design approval of the curb location, bulb out and Glenwood Street cross section shall be obtained from the Town Engineer and Planning Director prior to approval of the Building Permit.

SUGGESTED MOTIONS

Based upon the findings as presented in the staff report and made by the applicant for a **Development Plan** (Item P19-248), I move to make findings 1-6 in Section 8.3.2.C of the Land Development Regulations related to 1) Consistency with the Comprehensive Plan; 2) Achieves purpose of NRO & SRO overlays; 3) Impact of public facilities & services; 4) Complies with Town Design Guidelines; 5) Compliance with relevant LDRs & Town Ordinances; 6) Conformance with past permits & approvals, and to **approval** to the Town Council of a Development Plan for a 29-unit condominium building for the properties located at 165 and 185 North Glenwood Street, legally known as Lots 1 – 6, BLK. 6, JACKSON, subject to the departmental reviews and the following conditions as recommended by the Planning Commission:

- 1) At the time of Building Permit submittal for Phase I the applicant shall include a plan to pave the alley adjacent to the property for the full length of the 300'-wide project site.
- 2) At the time of Building Permit submittal the applicant shall provide a written response to the DRC's three conditions of approval.
- 3) The applicant shall have 18 months from the time of Development Plan approval to submit a building permit for Phase I. Upon completion of Phase I (i.e. Certificate of Occupancy) the applicant shall have 3 years to submit a building permit for Phase II.
- 4) Final design approval of the curb location, bulb-out and Glenwood Street cross section shall be obtained from the Town Engineer and Planning Director prior to approval of the Building Permit.

Town of Jackson
Project Plan Review History

PLANNING

Project Number	P19-248	Applied	11/4/2019	STOL
Project Name	DevPlan - Glenwood Gill Condominiums	Approved		
Type	DEVPLAN	Closed		
Subtype	CONDO/TOWNHOUSE	Expired		
Status	STAFF REVIEW	Status		

Applicant Nick Orthmann	Owner ROSEVILLE VENTURES II, LLC
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Site Address	City	State	Zip
185 N GLENWOOD STREET	JACKSON	WY	83001

Subdivision	Parcel No	General Plan
JACKSON ORIGINAL-TOWNSITE	22411628410001	

Type of Review	Status	Dates			
Contact		Sent	Due	Received	Remarks
Notes					
Building	APPROVED W/CONDITI	11/4/2019	11/25/2019	11/7/2019	
Kelly Sluder					
(11/7/2019 11:53 AM KS)					
The structure or structures will require to meet the building code at time of permitting.					
Fire	APPROVED W/CONDITI	11/4/2019	12/2/2019	12/27/2019	
Kathy Clay					

Type of Review	Status	Dates			
		Sent	Due	Received	Remarks
Contact					
Notes					
(12/27/2019 9:14 AM TV)					
TO: Paul Anthony, Principal Planner					
FROM: Kathy Clay, Fire Marshal					
DATE: May 3, 2019					
SUBJECT: 165, 185 N. Glenwood Street Glenwood/Gill Condominiums P19-097					

This office has received the request for a sketch plan and administrative adjustment review 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.

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, at this time, NFPA 13R appears appropriate. (IFC 903.2.7)
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)

Type of Review	Status	Dates			Remarks
		Sent	Due	Received	
Contact					
Notes					
9. ***Room which houses fire sprinkler riser shall be no less than 5' x 7' in dimension and shall be accessible from outside grade. (IFC 903.2.11.1.1)					
Alarms					
10. 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)					
11. Tactile appliances shall be installed where needed to notify occupants unable to see or hear emergency alarms, per most current edition of NFPA 72.					
12. Audible appliances provided for the sleeping areas to awaken occupants shall produce a low frequency alarm signal per most current edition of NFPA 72.					
13. Any structure with Group R occupancy shall have required carbon monoxide detection as required. (IFC 915.1)					
Please feel free to contact me if you have any further questions at 307-733-4732.					
Joint Housing Dept	APPROVED W/CONDITI	11/4/2019	12/2/2019	12/27/2019	
Stacy Stoker (12/27/2019 9:14 AM TV) (5/21/2019 2:48 PM SAS) The applicant is proposing 5 Workforce housing units. These units must be in compliance with the Livability Standards in the Housing Rules and Regulations. The Livability Standards Questionnaire shall be completed by the applicant and submitted to the Housing Department. The questionnaire can be obtained from the Housing Department. The Housing Department will review to ensure the units comply. A copy of the Livability Standards are available from the Housing Department and can be found on the Housing Department website.					
Prior to Certificate of Occupancy, the Housing Department shall inspect the units, and a Workforce Housing Special Restriction shall be recorded on each of the Workforce units.					
Legal	NO COMMENT	11/4/2019	11/25/2019	11/23/2019	No comment at this time.
Lea Colasuonno (11/23/2019 12:38 PM LC) No comment at this time.					
Parks and Rec	APPROVED W/CONDITI	11/4/2019	11/25/2019	11/14/2019	
Steve Ashworth (11/14/2019 9:08 AM STOL) Comments from Parks & Rec: - Landscape details are acceptable including Tree well detail; Planting details - Root Barrier details-Per 'DeepRoot Tree Guide' specifications, calculations for linear feet of barrier along curb and sidewalk should be used; See page 5 of attached Specification and Installation Manual. Landscape plans reference installation per manufacturer specifications. Verify installation of DeepRoot barrier in 4' grass planter strips on north side in addition to planter boxes/hardscape area on the east side. (SEE ATTACHEMENT IN TRAKIT)					
Preliminary Civil C 2.0 reference 4' Landscaped Buffer/sidewalk with trees on north side; Request verification of minimum of 4' planter/grass strip. No other comments at this time.					
Thanks.					
Andy Erskine, CPSI					
Pathways	APPROVED W/CONDITI	11/4/2019	11/25/2019	11/26/2019	
Brian Schilling					

Type of Review	Status	Dates			
		Sent	Due	Received	Remarks
Contact					
Notes					
(11/26/2019 12:49 PM STOL)					
P19-248 - 165 and 185 N Glenwood Development Plan					
Comments from Teton County/TOJ Pathways Department					
Status: approved					
• The applicant has addressed all prior concerns regarding:					
o Sidewalks/Street Frontage					
o Continuous sidewalk					
o Bike Parking					
? Jackson Hole Community Pathways will be happy to provide additional background information and guidance on bike parking, including site selection, layout, rack selection, and rack installation.					
.....					
Planning	APPROVED W/CONDITI	11/4/2019	11/25/2019	12/27/2019	
Tyler Valentine					
(12/27/2019 9:13 AM TV)					
Please see staff report.					
.....					
Police	APPROVED	11/4/2019	12/2/2019	12/19/2019	
Todd Smith					
.....					
Public Works	APPROVED W/CONDITI	11/4/2019	12/2/2019	12/24/2019	
Brian Lenz					

Type of Review	Status	Dates			
		Sent	Due	Received	Remarks
Contact					
Notes					
(12/24/2019 10:35 AM BTL)					
Development Plan – APPROVED with Conditions					
P19-248					
ADDRESS: 165 and 185 North Glenwood Street					
OWNER: Roseville Ventures II, LLC					
APPLICANT: Nick Orthman					
12/24/2019					
Brian Lenz, 733-3079					
DATE OF SUBMITTAL: 11/4/2019					
DATE OF MATERIALS: 10/25/2019					
REVISION NO.: 00					

The engineering division has reviewed your application for a DEVELOPMENT PLAN submitted on and with application materials as dated above.

CONDITIONS OF APPROVAL

1. No significant issues have been identified with the proposed work within the right-of-way but the applicant shall conduct a grading pre-application with the Town Public Works to review street lighting parking, tree grates, root guards, pavers, ADA facilities, striping & signage, alley grading, sidewalk grading (specifically at the intersection of the alley and Gill), the sewer service, buried utilities, water services, and the project in general.
2. Street lighting should be provided along both frontages following spacing of lights to the west on Gill and carrying around the corner to Glenwood.
3. A planning application for the proposed construction staging plan shall be submitted to the Town for Council approval prior to Building Permit issuance. The proposed prolong use of the right of way for construction staging will need to be clarified and is subject to fees. Details on fencing for the encroachment and snow removal from the fencing should be provided.
4. A shoring plan for construction is required. Any shoring proposed to encroach within the Town's right of way requires an Encroachment Agreement and fees may apply. Written and recorded agreements for shoring under private properties is also required prior to building permit issuance.
5. The proposed 8-inch Fire Line is proposed to connect to an existing 6-inch main. Developer is responsible for the costs to upgrade the line to their connection.
6. Proposed improvements to the stormwater systems are the responsibility of the Developer.
7. Developer is responsible for paving the alley along the project boundary and any curb, gutter, and stormwater improvements necessary. Where adjoining properties benefit the Developer may seek a cost sharing agreement with the adjacent properties.
8. A sand oil separator pre-treatment unit is required for all discharges from parking areas.
9. Depending on depth of stormwater infrastructure heating elements may be required for the proposed snow melt system to function throughout the winter. Developer is responsible for any heating elements required for the system to function.

COMMENTS ON DEVELOPMENT PLAN

1. The proposed revision to the parking on the east side of Gill from 60 degrees to 55 degrees falls out of standard angled parking standard increments and is likely negligible.
2. The relocation of the curb on the west side of Glenwood does not afford the development more development space, rather it utilizes the right of way for public use consistent with the community streets plan including a buffer area for snow storage, street lights, and trees, while narrowing the road to create a calmer street environment.
3. The corner of Gill and Glenwood may be a suitable place to install bulb outs to facilitate ADA access and pedestrian crossings.

COMMENTS FOR FUTURE SUBMITTALS

*The following comments are being provided for use in preparation of future applications and are required for sufficiency.

TOJ CODE

An approved construction-staging narrative and plan is required prior to building permit issuance.

Plans provided shall show all work to be completed within the Town's right-of-way.

Type of Review	Status	Dates			
		Sent	Due	Received	Remarks
Contact					
Notes					

Show all encroachments into the Town's right-of-way or easements. Encroachment agreements are required for encroachments of buildings, retaining walls, foundations, canopies, balconies, roofs, shoring, etc.

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 abandoned at the main during the demolition phase of the project.

LAND DEVELOPMENT REGULATIONS

Development shall comply with the physical development standards for its zoning.

5.7 GRADING, EROSION CONTROL, AND STORMWATER

5.7.1 Grading Permit Required: Provide information on how the application will comply with this section, including the Geotechnical Report.

5.7.2 Grading Standards: Provide a grading plan that shows compliance with this section. Plan shall include existing and proposed site contours with elevation labels, spot elevations, high and low points, grade breaks. Provide easements for grading proposed on adjacent properties.

5.7.3 Erosion Control Standards: Provide an erosion control plan that shows compliance with this section.

5.7.4 Stormwater Management Standards: Provide pre and post development stormwater calculations, facilities, treatment, connection details.

6.2 PARKING AND LOADING STANDARDS

6.2.2 Required Parking and Loading: Provide a plan that shows the proposed parking in compliance with this section. Include location and dimension of parking spaces, accessible spaces, including van accessible spaces, and bicycle parking. For uses that require deliveries, show the proposed loading facilities.

6.2.5 Off-Street Parking and Loading Design Standards: Provide a parking plan in compliance with this section. Include surface materials and drainage plans, access and circulation, and snow storage.

6.4 OPERATIONAL STANDARDS

6.4.1 Outside Storage: Provide a Construction Management Plan / Narrative, for any offsite storage address compliance with this section.

7.2 SUBDIVISION STANDARDS

7.2.2 Standards Applicable to all Subdivisions

7.2.2.A Subdivision Improvements:

1. Provide plans and specifications for roads, streets, alleys, sidewalks, and pathways including street light, signage, and markings.
2. Provide a sanitary sewer wastewater plan.
3. Provide a water supply plan.
4. Provide a storm drainage plan, basins, calculations, treatment method. Stormwater discharged to a public storm sewer or right of way requires treatment. Wyoming DEQ 5D2 permits are required for subsurface discharges.
5. Provide an irrigation plan or statement.
6. Provide a plan for all other utilities, such as telephone, cable TV, electric, fiber, gas.
7. Provide a plan for permanent reference monuments, property corners, etc.
8. Permits are required prior to construction of development improvements.
9. All improvement shall be designed by a professional engineer licensed to do such work in the State of Wyoming.
10. The Town Council may require installation and construction of utilities, pavement and other land improvements in excess of subdivision design needs, to assure adequate service to future development areas.

7.6 TRANSPORTATION FACILITY STANDARDS

7.6.2 Access to Roads, Streets and Highways: Provide a plan showing the point of access. Show compliance with the standards for access and justification for access to collector and arterial roads.

7.6.3 Streets Alleys and Easements: Provide a plan showing all proposed streets, alleys, and easements. Show compliance with the general standards, extension, engineering access, right-of-way, pavement widths, urban and rural classification, alignment, profile, grades, and intersections.

7.6.4 Street and Road Standards (section not used, for reference):

1. Provide a plan that generally complies with the Community Streets plan and Bicycle improvements plan. Include property lines, dimensions, radii, elevations, slopes, grade changes, etc.

Type of Review	Status	Dates			
		Sent	Due	Received	Remarks
Contact					
Notes					
2. For all pedestrian areas provide a plan that includes: dimensions, radii, elevations, slopes (running and cross slopes, not oblique slopes), ramp slopes, grade breaks, stair dimensions, handrails, guards, etc. showing compliance with ADA, IBC, and Town standards.					
7.7 – REQUIRED UTILITIES					
7.7.2 Potable Water Supply:					
1. Provide a water supply plan.					
2. Show compliance with state regulations, construction standards, connections for lots of record, provisions for system expansion, and fire protection. Provide information on planned metering and backflow prevention locations.					
7.7.3 Sanitary Sewer System:					
1. Provide a sanitary sewer wastewater plan					
2. Show compliance with state regulations, construction standards, maximum allowable infiltration, connections for lots of record, provisions for system expansion.					
7.7.5 Other Utilities:					
Provide a plan for all other utilities, such as telephone, cable TV, electric, fiber, gas. All utilities shall be installed underground. Provide right-of-way or easements as required. Show that private utilities can be located on private properties, e.g. transformers.					

Include the Town's standard list of building permit conditions on the plans. Contact Engineering for more information.

COMMENTS ON THE SKETCH PLAN

1. Paving the alley will require coordination with drainage on adjacent properties and at the sidewalk. Additional, stormwater infrastructure may be required to facilitate the drainage across the sidewalk. The parking garage for the White Buffalo club has had issues flooding but also has such a low clearance they do not have room for curbs. Grades out to the sidewalk are very flat as well. Coordination with the White Buffalo Club will be essential to a successful alley grading project.
2. Street Lights should be considered for the project. The White Buffalo club has lights mixed in with their street trees. Other exterior lighting on the structure may be acceptable as well.

(12/24/2019 11:19 AM BTL)

The following conditions should be included on construction plans. Contact Town Engineering for a Word document.

PERMIT CONDITIONS OF APPROVAL

1. Prior to the start of construction activities approved herein, the applicant/contractor shall contact the Engineering Department and schedule a pre-construction meeting. Failure to meet with the Engineering Department prior to the start of construction activities may result in stoppage of work on site.
2. The integrity of the existing water and sanitary services shall be verified prior to new connections being made and abandoned services shall be verified when being capped at the main. Please call 733-3079 to schedule inspection. Sanitary sewer services shall be video inspected for verification at applicant/owner's expense.
3. The applicant will provide verbal notice of any changes or modifications that are not consistent with the terms and conditions of this permit to the Town Engineering department at 307 733-3079. Re-submittal of plans may be necessary and will need to be approved prior to occupancy. Additional written notice or information be submitted through the Town's Building Department and additional review fees may apply.
4. Construction site delineation fencing should be placed around the project and provided as needed to protect the public from hazards during construction. The fence shall remain in place and intact from the beginning to completion of the project or as needed for safety. Fencing shall not interfere with Town snow plowing operations.
5. All public streets shall be maintained clear of debris during construction. Should debris be tracked onto public streets from the construction site, it shall be the contractor's responsibility to clean the affected streets immediately.
6. An encroachment permit shall be required for any work occurring within the Town's right-of-way.
7. Install all control measures as identified in the approved grading and erosion control plan.
8. Maintain all road drainage systems, stormwater drainage systems, erosion control measures, and other facilities identified in the grading and erosion control plan.
9. Repair the erosion damage to adjoining surfaces and drainage ways resulting from land developing or disturbing activities.
10. Inspect the erosion control measures after each rain and at least once each week and make needed repairs.
11. Allow the Town Engineer to enter the site for the purpose of inspecting compliance with the erosion control plan or for performing any work necessary to bring the site into compliance with the erosion control plan.
12. Keep a copy of the erosion control plan on the site.

Type of Review	Status	Dates			Remarks
		Sent	Due	Received	
Contact					
Notes					
13. Grading plans required to be prepared by a professional engineer or landscape architect shall also require inspection and certification of compliance by the same design professional.					
14. No construction equipment or materials shall be stored in the Town's right-of-way.					
15. All survey monuments removed or disturbed during construction shall be replaced or restored.					
16. Prior to Engineering Final Inspection, the Town Engineering Division will need to review and verify that all site grading and associated storm water systems have been constructed in accordance with the approved plans. Should this not be able to be completed due to weather conditions, i.e. snow, we will require the applicant to post a bond with the Town to assure compliance with the approved plan.					
17. The issuance of this permit 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.					
18. This permit 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		11/4/2019	12/2/2019		
Darren Brugmann					



HOTEL JACKSON

JACKSON HOLE  TOWN SQUARE

December 13, 2019

Dear Tyler,

Thank you for reaching out regarding the development project located on the corner of Gill and Glenwood and the street fronting Hotel Jackson.

We are very interested in seeing S.R. Mills develop what has been an unfinished construction site for more than 10 years. This new development will help enhance the block and add additional life to this section of Glenwood street.

Regarding the centerline adjustment and street width, we do not have an opinion on those items at this time. However, we have heard some conversation about turning Glenwood into a one-way street, northbound only, from Deloney to Gill.

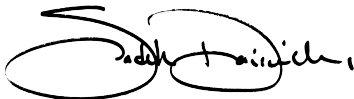
We are strongly opposed to this idea and feel strongly that there should not be additional diagonal parking or one-way traffic along this portion of the street. A one-way street and diagonal parking would place an undue burden on our hotel guests, our operations and individuals attempting to drive up the street.

These potential burdens did not previously exist when we designed, developed and opened our hotel project. If the condition of a one-way street had previously existed, we would have either designed the hotel differently or potentially considered a different development all together.

It is vital and important to maintain this section of roadway as a two-way street in order to maintain the integrity, safety and operational requirements of our businesses along this roadway.

Thank you for your consideration and outreach.

Sincerely,



Sadek Darwiche
General Manager
Hotel Jackson

Tyler Valentine

From: Phil Leeds <phil@skinnyskis.com>
Sent: Tuesday, December 17, 2019 9:53 AM
To: Tyler Valentine
Cc: Sadek Darwiche; Jeff Crabtree
Subject: Glenwood St Townhouse project

Hi Tyler:

Phil Leeds from Skinny Skis here.
I was given your contact info by Sadek Darwiche, our neighbor.

I co-own Skinny Skis as well as the building which we reside—which also includes two additional tenants. One of our busy access points is off Glenwood, adjacent to Hotel Jackson.

I'm writing with regard to the proposed townhouse project on North Glenwood.

I've got two concerns—both revolve around parking.

1) I hope you have ample parking on-site for the residents and their guests. From what I've heard, the access corridor/driveways on the property are tight. If this is the case it will inevitably create bottlenecks, particularly in the winter when snow removal and storage will be challenging. Any "overflow" or access issues will likely result in additional on-street parking along Glenwood and neighboring streets—complicating an already challenging situation.

2) Sadek mentioned your interest in exploring additional angled parking along Glenwood—creating a one-way street.

I think that this option, while increasing the number of spaces, will lead to access issues for our building's tenants.

One of our tenants is a floral shop (Lily and Co). They require easy access to the driveway off Glenwood—from both directions—for multiple deliveries, daily. Angled, one-way parking will compromise their ability to efficiently access their business.

I'm happy to meet with you on-site to review and discuss.

Thanks for your time and consideration.

Sincerely,

Phil Leeds

Phil Leeds
Skinny Skis, Inc.
P.O. Box 3610
65 W. Deloney Ave.,
Jackson, WY 83001
(307) 733-6094

Tyler Valentine

From: Jimmy Bartz <jimmy@stjohnsjackson.org>
Sent: Friday, December 27, 2019 12:33 PM
To: Tyler Valentine
Subject: 165 and 185 North Glenwood

Dear Mr. Valentine,

I'm Jimmy Bartz, the rector of St. John's Episcopal Church here in Jackson at 170 North Glenwood. I know that you have had some prior conversation with Bill Collins on our behalf in regard to the development of 165 and 185 North Glenwood and the narrowing of the street.

I and the leadership of St. John's Episcopal Church would like to express our strong concern over the proposed plan to narrow Glenwood by two feet, eight inches to three feet. We support Mr. Mill's plan to develop the lots across the street with any variances or compromises necessary. However, we ask that those compromises be kept within the four corners of Mr. Mill's property.

It is our strong concern that the plan to narrow one of the busiest blocks in our town's center will create additional safety hazards on an already hazardous block. The traffic study submitted with the application is long out of date and does not represent an accurate portrait of the density of traffic and pedestrians in the area. If there is to be a more comprehensive parking and traffic study of town center in the future, we are at a loss as to why the town would propose to narrow a street before that study is completed.

Further, a proposal to change the angle of the parking on the east side of Glenwood in order to gain width does nothing for the block during the winter time when snow and ice cover all striping for parking. During the winter months, the accumulation of snow and ice along both sides of the roadway make calculations that include overhang inaccurate. A more thorough and up to date study of traffic and parking along the street during the entirety of the year are essential before any prudent decision to reduce the width of the street can be made.

In the recent past, St. John's Episcopal Church gave land along our western property line to the Town of Jackson at the Town's request, so that diagonal parking might be added benefitting those of us who live here and those of us who visit here. With the current proposal, it feels to us that the Town of Jackson is taking land from the land owner on one side of the street and giving it to the land owner on the other side of the street all the while making an already hazardous block far more dangerous.

We expressed these concerns to Mr. Anthony in writing via email and over the phone in the prior comment period, but I understand these comments were not shared or included. It is our hope that our concerns will be included in the comments passed along at this stage of the planning process.

Sincerely,

The Reverend Jimmy Bartz, rector
St. John's Episcopal Church

GLENWOOD GILL CONDOMINIUMS



NORTHWORKS



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SECTION 1 - PROJECT BACKGROUND, OVERVIEW, FINDINGS AND RESPONSE TO SUBMITTAL CHECKLIST

A. PROJECT BACKGROUND & HISTORY

The Glenwood Gill Condominium project located at 165-185 N. Glenwood Street consists of 29 fee simple condominium units. The site is currently owned by Roseville Ventures II, LLC an affiliate of Bear Development, LLC (Bear), the applicant. Bear has successfully completed several residential and commercial development projects across the United States. An affiliate of Bear was the former owner of the Painted Buffalo Inn from 2007 to 2017. S.R. Mills is a Principal in Bear and will be overseeing this project. The 185 site was acquired by Bear in 2012 and was colloquially known as the “hole-in-the-ground” before Bear completed the construction of an underground parking structure in 2014 in preparation for future development. The 165 site was acquired by Bear in 2016 and is currently occupied by a mix of residential and commercial uses. Demolishing Permit B19-0311 has been approved for all structures on the 165 site to the Town and completed the 90-day demolition stay. Over the past 18-months, Bear has completed initial feasibility studies, assembled the project team, and begun conversations with community stakeholders, and submitted a Sketch Plan. Bear and the project team have thoroughly reviewed the comments by Department Review and Staff and have compiled this Development Plan for submittal. We look forward to working with the Town to make this project a success.

B. OWNER & PROJECT TEAM INFORMATION

PROPERTY OWNERS & APPLICANTS:

Roseville Ventures II, LLC
C/O Bear Development, LLC
4011 80th Street
Kenosha, WI 53142
262-308-2656
Contact: Nick Orthmann
northmann@beardevelopment.com

ARCHITECT

Northworks Architects & Planners
185 E. Hansen Avenue
Jackson, Wyoming 83001
307-201-5324
Contact: Adam Janak
ajanak@nwks.com

ARCHITECTURAL CONSULTANT

Hawtin Jorgensen Architects
265 E Kelly Avenue
Jackson, Wyoming 83001
307-733-4364
Contact: Arne Jorgensen
ajorgensen@hawtinjorgensen.com

LAND PLANNING, SURVEYING & ENGINEERING

Jorgensen, Inc.
P.O. Box 9550
Jackson, Wyoming 83002
307-733-5150
Contact: Joe Lovett
jlovett@jorgeng.com

LAND PLANNING & LANDSCAPE ARCHITECTURE

Hershberger Design
560 S Glenwood Street
Jackson, Wyoming 83001
307-739-1001
Contact: Bonny Hershberger
bonny@hershbergerdesign.com

C. DEVELOPMENT PROPOSAL

The applicant proposes to build 29-fee simple condominium units on the 0.96-acre site located on the southwest corner of Glenwood Street and Gill Avenue. The site is zoned DC: Downtown Core. The project will include 18-units with short-term rental ability, 6-free market units and 5-workforce housing units provided through the Workforce Ownership program. The free market units will be provided through the Workforce Housing Floor Area Bonus (LDR Div. 7.8) program as detailed in the project program and the housing mitigation calculations included with this submittal in **Section 5**. All units are townhome style with individual entrances and no common hallways. The individual entrances are located along Glenwood Street, Gill Street and the central courtyard. The majority of the units will have a private entrance in the below grade parking structure as well.

The applicant will allow for some flexibility in the final floor plan for each purchaser, however the unit demising walls, footprint and overall square footages will not change. For example, a purchaser of a unit will have the option to choose from different layouts which may reduce the bedroom count from Three (3) bedrooms to Two (2) bedrooms. As such, the bedroom counts included in this submittal for purposes of housing mitigation calculations, exactions, and water

and sewer demands are assumed to be greatest possible number to ensure that all requirements are ultimately met or exceeded depending on final buildout of each unit.

Parking

There will be 48 parking stalls in the below grade parking structure providing parking at a ratio of 1.66 stalls per unit. Nineteen of the 48 stalls are tandem stalls that allow space for more than one vehicle. In addition to the 48 underground parking spaces, there are approximately 16 on street parking spaces that can also serve the project.

Access to the site is via N Glenwood Street, W Gill Street and the alleyway that spans from W Gill Street to W Deloney Avenue. The parking garage is accessed via the alleyway. The proposal includes paving the portion of the alleyway that borders the project site as well as a widening of the streetscape along Glenwood Street by approximately 2 feet 8 inches to 3 feet.

The Town of Jackson Land Development Regulations (LDRs) require 13 foot 6 inches (13'6") from back of curb to building façade for a trees in grates pedestrian frontage, however due to the existing foundation, Administrative Adjustment P19-099 has been approved to allow for a 13 foot 1 inch (13'1") measurement of the pedestrian streetscape on the west side of N Glenwood Street. This is achieved by relocating the existing curb line along Glenwood Street by approximately 2 feet 8 inches to 3 feet. The building on the 165 Glenwood portion of the site is aligned with the 185 Glenwood portion to maintain the 13' 1" streetscape throughout the project. Along W Gill Avenue, similar existing conditions result in a streetscape of 10' 1" due to the existing foundation, and Administrative Adjustment P19-098 has been approved to allow for this frontage.

D. FINDINGS FOR APPROVAL

I. 8.3.2.C. Development Plan - Findings for Approval

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

Complies. The project falls within the Comprehensive Plan District 2: Town Commercial Core – 2.3 Downtown which is a transitional subarea and currently consists of a variety of retail, restaurant, office and other commercial activities, along with long-term residences and lodging in a variety of sizes and forms.

The goal of this subarea is intended to create ***“a vibrant mixed-use area by accommodating a variety of uses and amenities. The sub area will be the starting point for the development of a refined Lodging Overlay and a future discussion of the type and size of lodging desired. A key challenge will be to provide a balance***

between lodging and long-term residential housing.... Multifamily structures will be allowed if it properly addresses the street.”

The Glenwood Gill Condominium project complies with direction provided by the comprehensive plan in this subarea because it provides that delicate balance between the commercial short-term rental use allowed within the Lodging Overlay and the long-term residential component desired as a mix of uses within this subarea.

The design of the building addresses the street as required by the DC Zone and the comprehensive plan for allowing multi-family structures. The building mass and scale will be uniform and consistent with nearby buildings such as the White Buffalo Club, Hotel Jackson, and the Timbers Residence Club. At three stories the project meets variety of two- and three-story variety in mixing with its two-story neighbor to the east (St. John Campus).

The project creates the attractive street wall desired by the subarea and with each unit being accessed from street, creates a vibrant and active pedestrian experience. Articulation and circulation into the courtyard and around the condominiums connects the site comprehensively to both Glenwood and Gill. Street trees, on street parking and pedestrian curb cut/ramps further enhance the pedestrian experience by providing an adequate buffer from traffic thus giving pedestrians a pleasant and safe walking environment. Furthermore, while on-street parking is available, on-site parking is predominantly provided underground in a parking garage and screened from view as desired by the subarea

The project is perfectly situated on the east edge of the Lodging Overlay near Miller Park and Flat Creek. While this project does not front Flat creek per se, it does provide connection to those fringe areas further west on Gill Avenue. It also provides the opportunity to be connected to the design and the desired pedestrian focus which makes it a perfect fit into the desired characteristics for Comprehensive Plan District 2: Town Commercial Core – 2.3

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

Not Applicable. The project is not located within the Natural Resource Overlay (NRO) or the Scenic Resource Overlay (SRO), and this finding is therefore not applicable.

- 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 project will provide the required school and park exactions that are designed to ensure development offsets to the impact it has on these services. Public utilities and project utility connections will be designed to ensure that the project does not overburden TOJ utilities. Flow calculations are provided herein in **Section 4**. The project is within the town limits and is currently served by police, fire and EMT services. The development will not result in increased impacts on availability of these services. A traffic study is included with this submittal as well and significant impact is not projected.

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

Complies. The project complies with the Town Design Guidelines. Prior to Sketch Plan submission, the project went through two informal reviews by the Town Design Review Committee and received formal approval from the Design Review Committee (DRC) during the Sketch Plan approval process. The design package in this Development Plan application is substantially similar to the design that was approved and will be subject to another formal review and approval by the DRC. Should the DRC identify any concerns during their review, the design team will address them at that time.

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

Complies. The project complies with all applicable Land Development Regulations. Specifically, the project complies with all dimensional limitations in the DC Zone as shown in the development program. One caveat is the dimension between the back of curb and the façade that comprises the pedestrian streetscape on the north side of the development along W Gill Avenue and again on the east side of the development on N Glenwood Street. Since the garage was built prior to the current regulations, and does not make sense to demolish such a substantial foundation, Administrative Adjustments P19-0098 and P19-099 have been approved to allow relief from the standards in order to comply with the LDRs in this portion of the project.

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

Complies. The project is in substantial conformance with all standards and prior permits.

E. PROPOSED DEVELOPMENT PROGRAM

I. Development Summary/Dimensional Limitations

Glenwood Gill Condominiums - Dimensional Limitations			
Zoning: Downtown Core (DC) 2.2.10			Updated: 04.25.2019
Requirements	Required	Proposed	Comply/Not Comply
Building Setbacks (Sec. 9.4.8)			
Street	0' - 5'	2'-8"	Complies
Side	0' - 5'	2'-10"	Complies
Rear	0' or 5'	5'-3"	Complies
3rd Floor	0' or 5'	2'-8"	Complies
Landscaping (Sec 5.5.)			
Landscape Surface Ratio	n/a	at BP	will comply
Plant Units	n/a	at BP	will comply
Street Facade (Sec. 9.4.11)			
% of Lot width Primary Street	80% (min)	94%	Complies
% of Lot width Secondary Street	80% (min)	87%	Complies
Building Height (Sec. 9.4.9)			
Height (max) if roof pitch < 5/12	42'	39'-8" max.	Complies
Stories (max)	3	3	Complies
Building Stepback (Sec. 9.4.12)			
Stepback for any 3rd story street facade or street façade over 30' (min)	10'	10'	Complies
Encroachment in stepback (max % of overall façade width)	60%	59%	Complies
Scale of Development - FAR (max)			
	1.3	1.29	Complies
Pedestrian Frontage¹			
	flexible	trees in grates	Complies
Parking Type²			
	flexible	underground	Complies
Exterior Lighting (Sec. 5.3.1)			
Lumens per site (max)	3	at BP	Will Comply
All Fixtures	100,000	at BP	Will Comply
Unshielded Fixtures	5,500	at BP	Will Comply
Light Color	≤3000 Kelvin	at BP	Will Comply
Scenic Resource Overlay (SRO) (Sec. 5.3.2)			
	n/a	n/a	n/a

Allowed Uses			
Residential Use: Attached Single Family Unit (6.1.4.B)			
Permit	B	B	Complies
Individual Unit Max	8,000	4,124	Complies
Parking (min)	1.5/DU	1.65	Complies
Lodging: Short-term Rental Unit (6.1.5.C)			
Permit	B (LO)	B (LO)	Complies
Individual Unit Max	n/a	n/a	Complies
Parking (min)	1.5/DU	1.65	Complies
Total Parking	43.5	48 + on-street parking	Complies
1. Existing conditions preclude development from achieving the desired pedestrian frontage of the DC Zone; an Administrative Adjustment will accompany this application.			
2. On street parking is also available.			

II. Structure Location and Mass

1. Structure location can be found on the Proposed Site Plan (C2.0) found in **Section 3**.
2. Structure scale is shown in the schematic floor plans and elevations found in **Section 3**.

III. Building Design – Development Plan level designs with floor plans and elevations can be found in **Section 3**.

IV. Site Development/ Lot Coverage - Structure location can be found on the Proposed Site Plan (C2.0) found in **Section 3**.

F. PHASING PLAN

Each phase is detailed below and will be divided by the two sites at 165 & 185 Glenwood. Please note that the project complies with the LDRs as a whole and each phase complies with the LDRs when calculated individually.

- Phase 1 - 185 Glenwood** - Construction of Phase 1 is projected to start in the Spring of 2020. Construction will utilize the existing parking deck so earthwork should be minimal. A Demolition Permit has been submitted to the Town for the structures currently located on 165 Glenwood. While there is potential for overlap in timing between the construction on the 185 site and demolition on the 165 site, each process is being looked at individually and the final timing of each will be determined upon final Town approvals of their appropriate permits. Phase 1 will include:

- 12-units with short term rental ability
- 5-free market units

- 3-Workforce Ownership units

II. Phase 2 - 165 Glenwood- Phase 2 of the project will include the expansion of the underground parking deck and construction of an additional 9-townhomes. Phase 2 will include:

- 6-units with short term rental ability
- 1-free market unit
- 2-Workforce Ownership units

G. OPERATIONAL STANDARDS

Outside Storage	No outside storage is proposed
Refuse and Recycling	See site plan for refuse container location
Noise	Use will comply with regulations
Vibration	Use will comply with regulations
Electrical Disturbances	Use will comply with regulations
Fire and Explosive Hazards	Use will comply with regulations

SECTION 2 – ENGINEER’S REPORT

A. INTRODUCTION

This Engineer’s Report is intended to provide the engineering basis for design and to discuss engineering related topics for the development of Lots 1-6, Block 6, Original Town Site, Jackson, Wyoming, currently known as 165 and 185 Glenwood Street. The proposed development includes 29 residential units which will include a number of deed restricted housing units, units that will support short terms rentals and non-short-term market units. Existing Town of Jackson road, water, sanitary sewer and storm sewer infrastructure will be used to service the development and electrical, gas and communication utilities are in place at or near the proposed development. The basic layout site plan attached in **Section 3** and the general engineering items are discussed here.

B. SETTING

The site located in the north part of the Town of Jackson and has seen various uses since before 1945. The northern portion of the lot, 185 Glenwood, was most recently slated for the development of a 33-unit condominium project in 2006 which lead to the excavation of a deep hole meant for underground parking and foundations. The project was halted due to economic conditions, leaving the hole open and incomplete. In 2012, Bear Development purchased the property and subsequently completed the concrete parking structure in 2014 as a means to stabilize the excavation and prepare the lot of unspecified future development. The southern portion of the site, 165 Glenwood currently has a mix of commercial and residential uses.

C. GRADING, EROSION CONTROL, DRAINAGE, & STORMWATER

Proposed conditions on site include underground parking beneath the whole site with street level conditions consisting of three building segments separated by a courtyard. Some of the condominium units will be accessed from the Glenwood or Gill Street frontage while others are accessed from the central courtyard. The courtyard will be accessed from the Gill Avenue sidewalk on the north end of the property by several steps and from the Glenwood Street sidewalk on the east side of the property by an ADA compliant sidewalk. Since the site is completely utilized by the structure and site improvements, stormwater will be collected into a central system, treated as appropriate and routed using a controlled release system to the town stormwater system at the stormwater manhole located in Glenwood Street, just south of the Glenwood/Gill intersection. Stormwater release rate will be determined using pre-development conditions as specified in the most current version of the Town of Jackson Land Development Regulations. Due spatial constraints, the difficulty of mechanical snow removal, and the probability of ice and snow buildup in the sheltered courtyard, the courtyard and rooftop decks will have snow melt systems that will drain to the stormwater system. A curb inlet may be added in the new section of curb to capture stormwater running down the gutter from the north and would be connected to the Town of Jackson Storm Sewer running along Glenwood.

D. SOILS AND SITE CONDITIONS

An original Geotechnical Investigation Report was produced by Womack and Associates (WAI) in the Fall of 2006 for 185 North Glenwood is attached herein in **Section 4**. Jorgensen Geotechnical conducted additional field work on 165 North Glenwood and produced a report that encompasses 165 North Glenwood and updated the previous WAI report for 185 North Glenwood in the winter of 2018. The reports identified the underlying as sandy and clayey gravels of the Cache Creek Alluvial Fan which are deemed suitable for construction. Several young and potentially active faults have been mapped near the project site, most notably the East Gros Ventre Fault, faults on the east and west sides of the West Gros Ventre Butte, and the Teton Fault system along the base (east) of the Teton Range. Appropriate seismic coefficients should be used in the design of structures.

E. ROADS AND ACCESS

Access to the site is currently from Glenwood Street, Gill Avenue and the north-south alley west of the project site. The primary vehicular access to the project will be through the underground parking accessed through the alley however parallel parking will continue to exist on both the Glenwood and Gill frontages. The curb line along Glenwood Street will be moved 2 to 3 feet east to provide space for a buffer area with trees and a sidewalk. The angled parking across Glenwood street is proposed to be adjusted slightly (from a 60° angle to a 55° angle) to enable easier parking maneuvers while preserving the same number of parking spots and meeting the Town of Jackson street width minimums.

F. TRAFFIC

A Traffic Impact Study (TIS) was completed in 2006 by Jorgensen Associates for two developments that were being proposed at the time at Lots 1 through 4 and Lots 18 through 20, Block 6, Original Town Site, Jackson, Wyoming. The two developments were Club Lespri proposed by White Buffalo Development LLC located on the southeast corner of Gill Avenue and Millward Street (lots 18 through 20) and McCabe Corner proposed by The Eden Group located at 185 North Glenwood (lots 1 through 4). Club Lespri (aka White Buffalo) development consisted of a mixed-use private club with a dining room, lounge, wellness center, condominiums, and employee housing. The McCabe Corner development was proposed to consist of 33 condominiums. The Club Lespri was completed, but the McCabe corner development was never completed. The proposed BEAR development consists of 29 condominium units, four less than those proposed for the McCabe Corner development. For this reason, the original TIS remains valid.

The TIS indicated the two developments may add some delay to the Gill Avenue intersection with Glenwood and Millward Streets, however, the minor, additional delays should not significantly reduce the levels of service and therefore should not warrant any traffic mediation efforts. The completed Traffic Impact Study for this project is presented in a separate document titled "Traffic Impact Study for Club Lespri and McCabe Corner" and attached herein in **Section 4**.

G. PARKING

The development proposes the construction of 29 condominium units consisting of a mix of two- and three-bedroom units, with some available for short term rental. Both residential apartments and short-term rentals greater than 2 bedrooms require 1.5 parking spaces per units indicating 44 total required parking spots. The underground parking structure will provide 48 spots, exceeding the required parking.

H. PATHWAYS

According to the 2015 Community Streets plan, both Glenwood and Gill are designated as shared streets with no bicycle designation. The nearest, designated bike routes are Millward Street (1 block west of the project) and Mercill Avenue (1 block north of the project). Low speeds and traffic volume on the connecting streets provide safe access to both. Pedestrian improvements to both street frontages to provide the maximum space available based on the existing structure are proposed as part of this project. Glenwood Street will have a 5' hardscaped buffer area and a variable (6' minimum) sidewalk. Gill Avenue will have a 4' landscaped buffer area and variable (6' minimum sidewalk).

I. WATER

Water will be supplied by the Town of Jackson through the existing distribution system located within Glenwood Street. Connections to the TOJ system will require an encroachment permit and a coordinated effort with the TOJ Public Works Department to identify the appropriate water service tap location. Once the system is on the project property it will be owned and operated by the development and all maintenance will be the responsibility of the development. The project team will coordinate with the TOJ Engineering and Public Works Department for capacity fees, backflow protection, water meter size, domestic, irrigation, and fire suppression installation arrangements. Based on preliminary demand calculations and anticipated service size, a Permit to Construct from the Wyoming DEQ will likely be required. Based on research conducted in conjunction with the previous, 2006 development, it is expected that adequate capacity is available from the Glenwood Street water main. Coordination with the Town Engineer will be essential as water demand values are refined and the site infrastructure design advances. The project team will also coordinate with the Fire Department to ensure adequate fire protection measures are in place.

The maximum domestic water demand is estimated based on the building program bedroom count to be approximately 28,900 gallons per day with a peak hour flow of approximately 80 gallons per minute (Peak Factor 4). Water Demand was also calculated using the AWWA M22 method and estimated at 70 gpm based on fixture counts for the building improvements. The lower value of the M22 is likely due to the peak factor 4 being above average and the irrigation demand not included in the M22 calculation. A water model analysis with the above criteria was performed utilizing a 4-inch domestic service and estimates the pressure at the building under the maximum daily demand to be 62.3 psi at the building and 63.7 psi at the TOJ 8-inch main. The expected velocity in the 4-inch domestic service is 2.0 fps. The expected velocities in the 8-inch

main are expected to be 0.25 fps north of the connection and 0.7 fps south of the connection.

The fire suppression system demand is estimated to be 1560 gpm from Appendix B, Table 105.1 of the 2006 International Fire Code based on the proposed building area and Type III-B construction. A water model analysis with the above criteria was performed utilizing a dedicated 8-inch fire service and estimates the pressure at the building under the fire flow and maximum daily demand to be 50.5 psi and 52.7 psi at the TOJ 8-inch main. The expected velocity in the dedicated 8-inch fire service is 10.5 fps. The expected velocity in the existing 8-inch main line in North Glenwood Street are expected to be 7.1 fps north of the connection and 3.3 fps south of the connection. The project team will coordinate with the fire sprinkler designer as the project advances and coordinate with the Fire Department to ensure adequate fire protection measures and equipment are in place.

Based on the water model analysis, it is expected that adequate capacity is available from the existing TOJ water main without additional improvements to the system.

A water demand estimate analysis is included in **Section 4**. A more detailed infrastructure layout is included with the Development Plan Submittal.

J. WASTEWATER

Sanitary sewer will be connected to the existing Town of Jackson sewage collection lines within the alley west of the site and eventually be treated at the TOJ Wastewater Treatment Plant in South Park. The sewage collection lines internal to the project will be the responsibility of the development for operation and maintenance. Coordination between the building mechanical design and the TOJ Public Works Department will identify the appropriate service tap location. Preliminary expected wastewater flows and research conducted in conjunction with the previous, 2006 development, indicate that there is adequate capacity from the sewer line located in the alley. Continued coordination with the Town Engineer will be essential as wastewater flows are refined and the site infrastructure design advances.

A wastewater demand estimate analysis is included in **Section 4**. A more detailed infrastructure layout is included with the Development Plan Submittal.

K. CABLE UTILITIES AND GAS

Power and communication lines will enter the project via the alley west of the project. Lower Valley Energy and Cable Utility lines arrive at the site via buried and overhead utility lines at the lot corner between 165 and 185 North Glenwood in the western alley and are then directed underground to nearby vaults and pedestals. A single 2-inch gas main is located within the western alley with a service line running east-west beneath the southern portion of 165 N. Glenwood. Connections to gas, electrical and cable utilities will be made to the west wall of the building from the adjacent transformers and utility pedestals located on the east side of the alley.

L. SNOW STORAGE

Snow storage for this site is provided within the courtyard and along the east wall between the building and the property line. This space is not anticipated to be used since all exposed surfaces in the development will have snow melt systems. Melt water will be routed to the stormwater collection system.

M. GROUNDWATER, STREAMS, & RIVERS

There are no permanent streams or rivers on this parcel, with the nearest water feature being Flat Creek located approximately 700-ft northwest of the project site. Groundwater was encountered during the 2006 WAI investigation at an approximate depth of 25-ft below the ground surface (bgs). Groundwater monitoring was conducted by WAI in the spring of 2007, which showed groundwater levels remained fairly consistent at 25-ft bgs through the spring runoff. No groundwater was encountered during the Jorgensen Geotechnical fieldwork conducted in November of 2018. One groundwater monitoring well was installed to 30-ft bgs in one of the 2018 boreholes to facilitate groundwater monitoring during the 2019 spring runoff season.

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SECTION 3 – DEVELOPMENT PLAN DRAWINGS

- **PHASING PLAN**
- **ARCHITECTURAL PLANS**
- **CIVIL SITE PLANS**
- **LANDSCAPE PLANS**

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SECTION 4 – ENGINEERING DOCUMENTS

- **WATER AND SEWER DEMAND CALCULATIONS**
 - **WATER MODEL**
 - **GEOTECH REPORT**
 - **TRAFFIC STUDY**

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SECTION 5 – SUPPORTING MATERIALS

- **HOUSING MITIGATION PLAN & CALCULATIONS**
 - **PROJECTED PROGRAM**
 - **SHORT TERM RENTAL LETTER**
 - **LIVABILITY LETTER**
 - **RESPONSE TO SKETCH PLAN COMMENTS**
- **COMP PLAN DISTRICT 2 – TOWN COMMERCIAL CORE**
 - **PARK AND SCHOOL EXACTIONS**

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SECTION 6 – APPLICATION MATERIALS

- **DEVELOPMENT PLAN APPLICATION**
- **PREAPPLICATION CONFERENCE CHECKLIST**
 - **DEED**
- **LETTER OF AUTHORIZATION**

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October 30, 2019

Phasing & General Staging Plan:

Site logistics and the associated logistics plans are separated into Phase 1 and Phase 2. Phase 1 covers modifications to existing foundation and new construction on the northern two thirds of the site (Lots 1-4, Block 6). Phase 2 will start with excavation of the new foundation on southern third of the site (Lots 5-6, Block 6) and continue through end of the project. Phase 1 will follow the abatement and demolition of the existing structures on Lots 5-6 and those lots will be used as a staging area during Phase 1. This Phase 1 staging area will house Shaw's job office trailer, material storage laydown, dumpsters, temporary toilet facilities, and limited worker parking. The existing parking garage will house additional material storage during Phase 1 and on a more limited basis during Phase 2.

Throughout the project an off-site laydown and worker parking area will be rented by Shaw. This laydown and parking area will likely be the lot at 345-375 N. Cache currently used for Shaw staging on Hidden Hollow.

Site Fencing & Access:

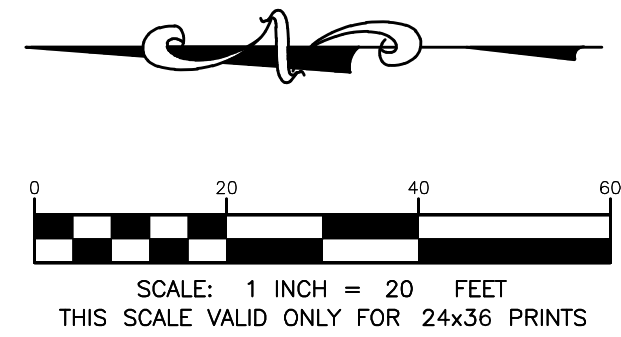
The entire site will be surrounded by temporary metal construction fence with fabric mesh, like the fence currently surrounding the existing foundation. The fence will be placed at the curb on the north and east boundaries of the property and near the property line on the south and west sides. Vehicular gates in fence will be placed at existing parking garage ramp and southern end of east and west property boundaries to allow delivery trucks to pull-through Phase 1 laydown area. Along Glenwood and Gill Streets, pedestrian traffic will be rerouted to opposite side of street with temporary signage at intersections and property boundaries. The inconvenience to pedestrian traffic will be minimal as these areas already lack proper sidewalks.

Parking, Street, & Alley Encroachments:

It is anticipated that site logistics will require portions of the adjacent street travel lanes, public alley, and parking spaces to be occupied by construction equipment or staging at different times during the project. The attached Staging Plan shows those areas that will be occupied on a continuous basis during each phase and those areas that will be occupied on an intermittent basis throughout the project. Shaw will coordinate with Town officials and adjacent property owners to minimize the impact of these encroachment activities and to assure all Town rules and permitting procedures are properly followed. The intermittent encroachments in the alley and to travel lanes on Glenwood and Gill will only be necessary during certain single-day activities such as pumping concrete, erecting steel, and placing roof trusses. Shaw anticipates such closures will only be required on approximately 20-30 days through out the project.

Shoring:

Shoring will not be required during Phase 1, but will be required as shown on plan for Phase 2 excavation. Method of shoring will be determined following finalization of new foundation's structural design. If soil nails or any other method requiring encroachment into Town's right of way is proposed, then an encroachment agreement will be applied for well in advance of excavation.



	SUBJECT PROPERTY LINE
	ADJACENT PROPERTY LINE
	CENTERLINE OF STREET
	EDGE OF PAVEMENT
	EDGE OF GRAVEL
	EDGE OF CONCRETE
	TOP BACK OF CURB
	FLOWLINE
	OVERHEAD LINE
	SANITARY SEWER LINE
	BUILDING — SIDING
	BUILDING — EAVES OF ROOF

ORIGINAL AND SUPPLEMENTARY TOPOGRAPHIC MAPPING WAS
CONDUCTED BY ON SIGHT LAND SURVEYORS, INC USING THE
ON SITE LAND SURVEYORS, INC. TETON COUNTY CONTROL
NETWORK 2001 COORDINATE SYSTEM AND NGVD29 DATUM

[illegible]

PROJECT
GLENWOOD GILL
165 AND 185 GLENWOOD ST.
JACKSON, WY 83001

	Project No.
SHAW	Drawn By
SHAW	Checked By
Discipline	Drawing No.

EXHIBIT

Drawing Name
CONSTRUCTION MANAGEMENT & STAGING PLAN

— PRELIMINARY —
SUBJECT TO CORRECTION
AND APPROVAL

UNIT F.A.R.		
SF	LEVEL	F.A.R.

A UNITS (X2)

4045F	00-BASEMENT	0.010
9315F	01-1ST FLOOR	0.022
9105F	02-2ND FLOOR	0.022
7495F	03-3RD FLOOR	0.018
29945F	TOTAL	0.072

B UNITS (X2)

4595F	00-BASEMENT	0.011
9295F	01-1ST FLOOR	0.022
9105F	02-2ND FLOOR	0.022
7475F	03-3RD FLOOR	0.018
30455F	TOTAL	0.073

C UNITS (X4)

3905F	00-BASEMENT	0.009
10065F	01-1ST FLOOR	0.024
7905F	02-2ND FLOOR	0.019
8825F	03-3RD FLOOR	0.021
30685F	TOTAL	0.073

C.1 UNITS (X2)

3905F	00-BASEMENT	0.009
10065F	01-1ST FLOOR	0.024
8495F	02-2ND FLOOR	0.020
8825F	03-3RD FLOOR	0.021
31275F	TOTAL	0.075

C.2 UNITS (X3)

3905F	00-BASEMENT	0.009
10065F	01-1ST FLOOR	0.024
7905F	02-2ND FLOOR	0.019
10225F	03-3RD FLOOR	0.024
32085F	TOTAL	0.077

D UNITS (X1)

4295F	00-BASEMENT	0.010
11745F	01-1ST FLOOR	0.028
9345F	02-2ND FLOOR	0.022
9875F	03-3RD FLOOR	0.024
35245F	TOTAL	0.084

UNIT F.A.R.		
SF	LEVEL	F.A.R.

D.1 UNITS (X1)

4295F	00-BASEMENT	0.010
11745F	01-1ST FLOOR	0.028
9345F	02-2ND FLOOR	0.022
9875F	03-3RD FLOOR	0.024
35245F	TOTAL	0.084

E UNITS (X4)

3715F	00-BASEMENT	0.009
10025F	01-1ST FLOOR	0.024
8785F	02-2ND FLOOR	0.021
10415F	03-3RD FLOOR	0.025
32925F	TOTAL	0.079

E.1 UNITS (X1)

3715F	00-BASEMENT	0.009
9065F	01-1ST FLOOR	0.022
7695F	02-2ND FLOOR	0.018
9065F	03-3RD FLOOR	0.022
29525F	TOTAL	0.071

E.2 UNITS (X1)

2875F	00-BASEMENT	0.007
9435F	01-1ST FLOOR	0.023
7805F	02-2ND FLOOR	0.019
9435F	03-3RD FLOOR	0.023
29535F	TOTAL	0.071

F UNITS (X2)

3215F	00-BASEMENT	0.008
9505F	01-1ST FLOOR	0.023
7975F	02-2ND FLOOR	0.019
9465F	03-3RD FLOOR	0.023
30145F	TOTAL	0.072

G UNITS (X1)

5055F	00-BASEMENT	0.012
12975F	01-1ST FLOOR	0.031
11225F	02-2ND FLOOR	0.027
11735F	03-3RD FLOOR	0.028
40975F	TOTAL	0.098

UNIT F.A.R.		
SF	LEVEL	F.A.R.

H UNITS (X1)

4375F	00-BASEMENT	0.010
13975F	01-1ST FLOOR	0.033
12055F	02-2ND FLOOR	0.029
11375F	03-3RD FLOOR	0.027
41765F	TOTAL	0.100

I UNITS (X2)

1225F	00-BASEMENT	0.003
1585F	01-1ST FLOOR	0.004
9685F	02-2ND FLOOR	0.023
9685F	03-3RD FLOOR	0.023
22165F	TOTAL	0.053

J UNITS (X1)

1595F	00-BASEMENT	0.004
6735F	01-1ST FLOOR	0.016
5515F	02-2ND FLOOR	0.013
6805F	03-3RD FLOOR	0.016
20635F	TOTAL	0.049

J.1 UNITS (X1)

1595F	00-BASEMENT	0.004
8195F	01-1ST FLOOR	0.020
6905F	02-2ND FLOOR	0.017
8185F	03-3RD FLOOR	0.020
24865F	TOTAL	0.059

COMMON AREAS

281525F	00-BASEMENT	0.673
6575F	01-1ST FLOOR	0.016
05F	02-2ND FLOOR	0.000
05F	03-3RD FLOOR	0.000
288095F	TOTAL	0.689

Glenwood Gill - FAR Calculations

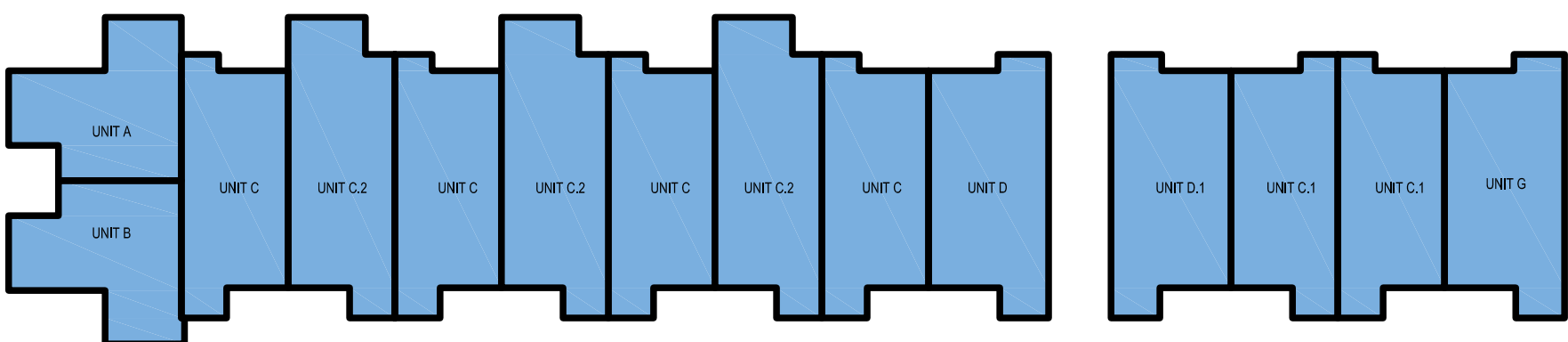
29 UNITS
48+ PARKING SPACE

UNIT FLOOR RATIO
TOTAL (W/ BSMT) = 118440SF
TOTAL (W/O BSMT) = 799065F

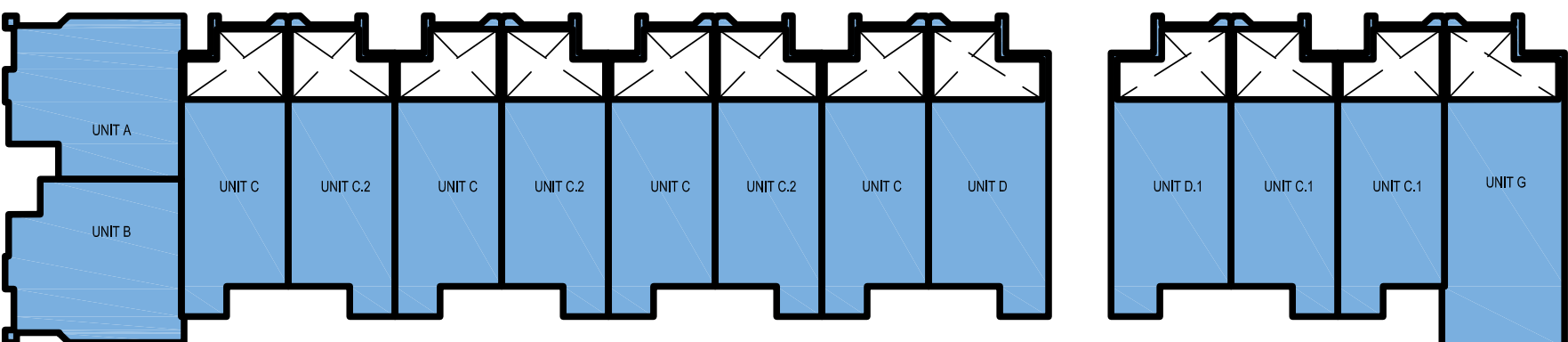
SITE AREA = 41,818 SF

UNIT FAR (W/ BSMT) = 2.832
UNIT FAR (W/O BSMT) = 1.911

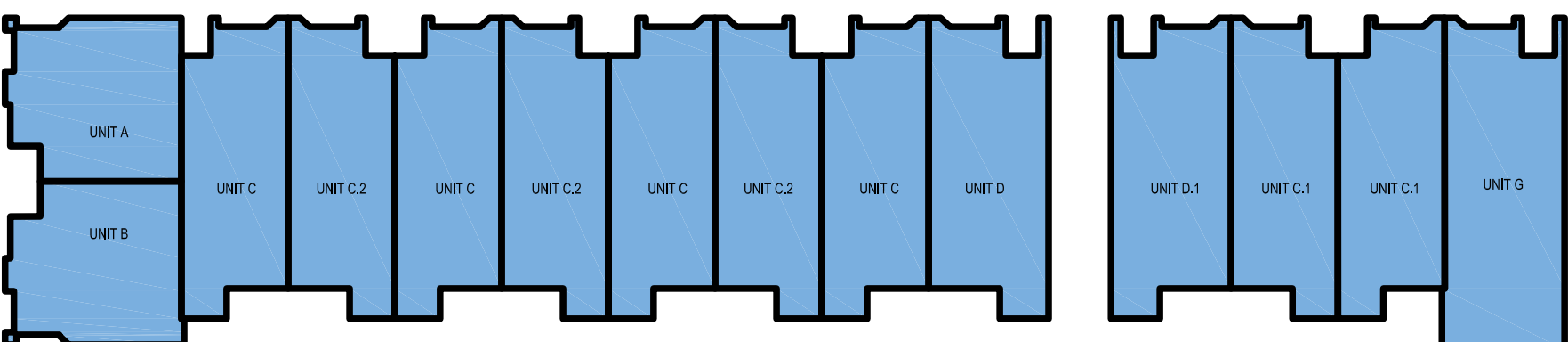
FLOOR AREA RATIO COUNTED AS FLOOR
AREA PER FLOOR, MEASURE FROM EXT.
FACE OF EXT. WALL TO CL OF INT.
DEMISING WALL



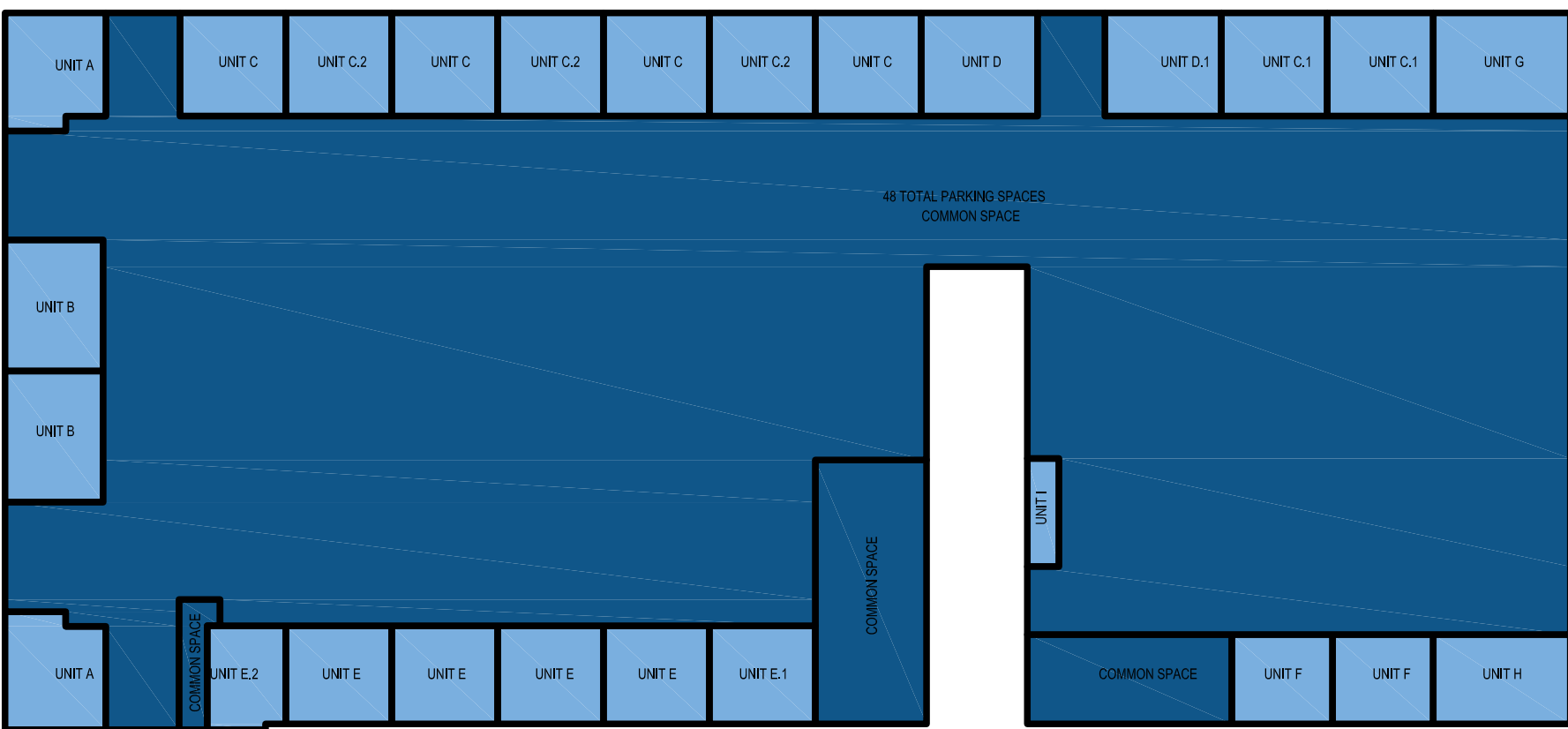
4 FAR DIAGRAM - THIRD FLOOR
SCALE: 1/8"



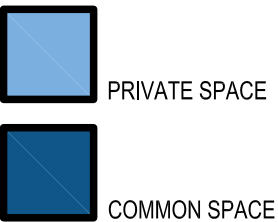
3 FAR DIAGRAM - SECOND FLOOR
SCALE: 1/8"



2 FAR DIAGRAM - FIRST FLOOR
SCALE: 1/8"



1 FAR DIAGRAM - BASEMENT LEVEL
SCALE: 1/8"



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	ISSUED DATE	ISSUED FOR
■	10.25.2019	DEVELOPMENT PLAN REVIEW

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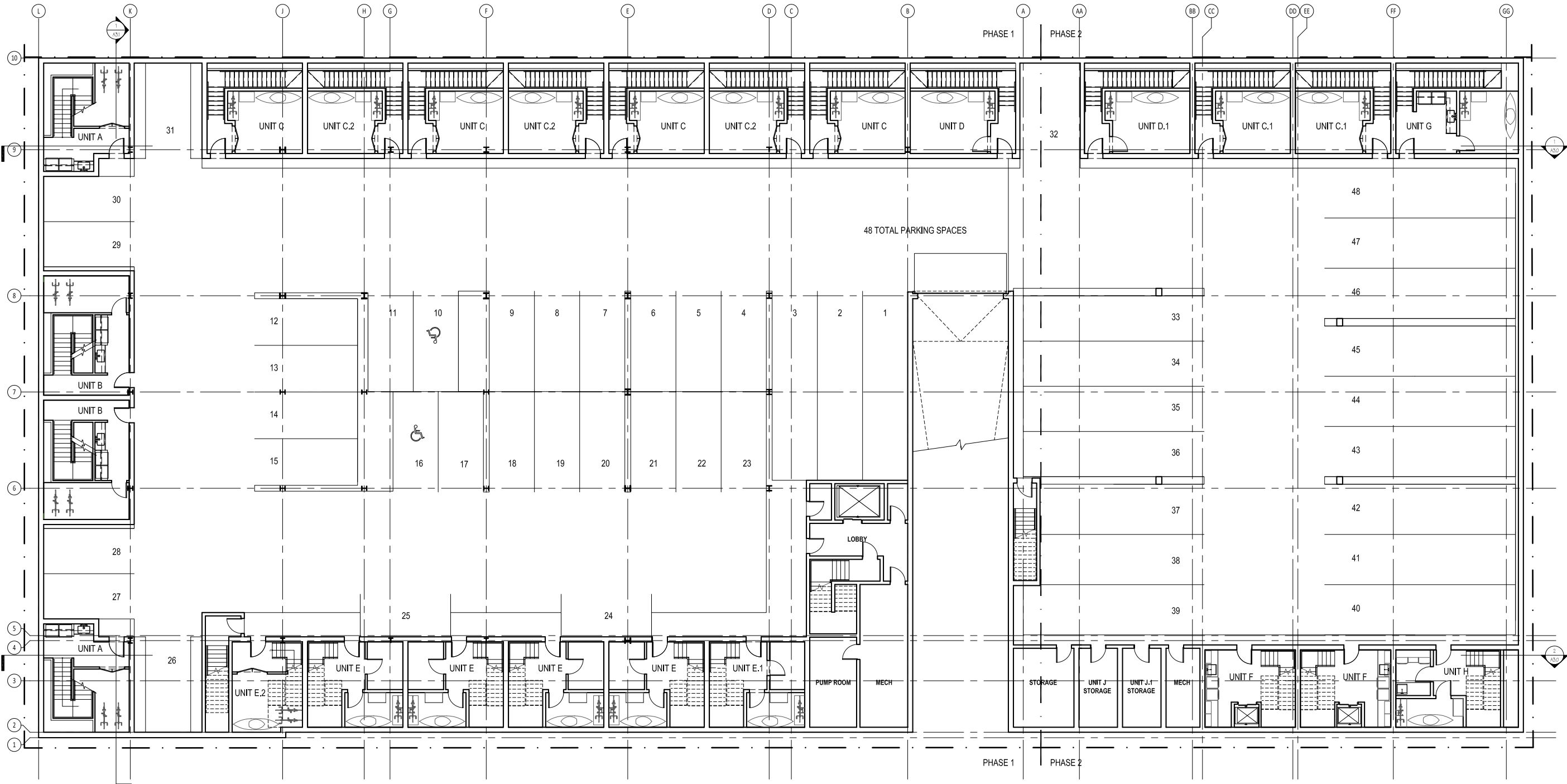
PROJECT
GLENWOOD GILL
165 AND 185 GLENWOOD ST.
JACKSON, WY 83001

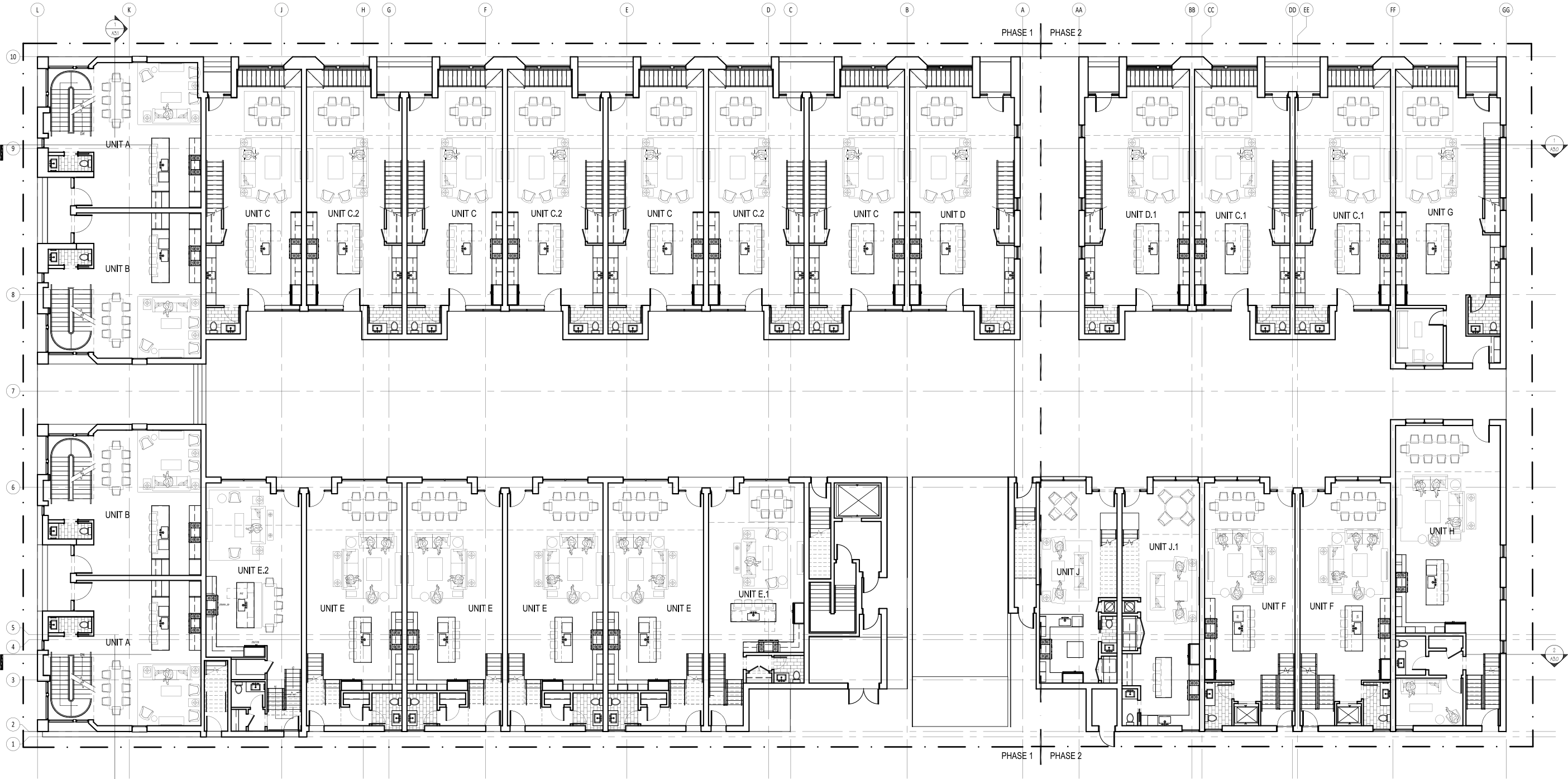
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KL/RB/JB/EY	Drawn By
EAD	Checked By
Discipline	Drawing No.

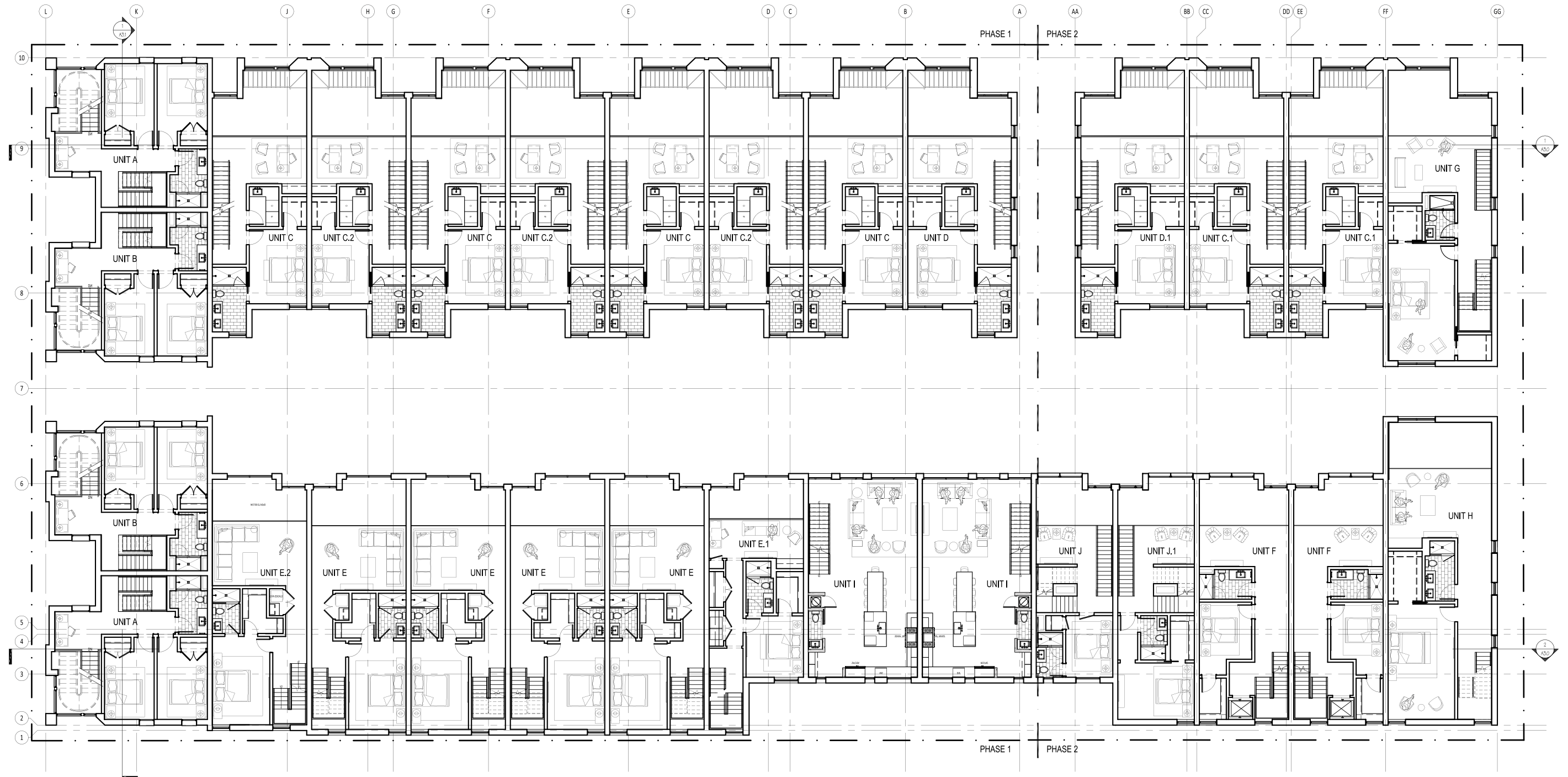
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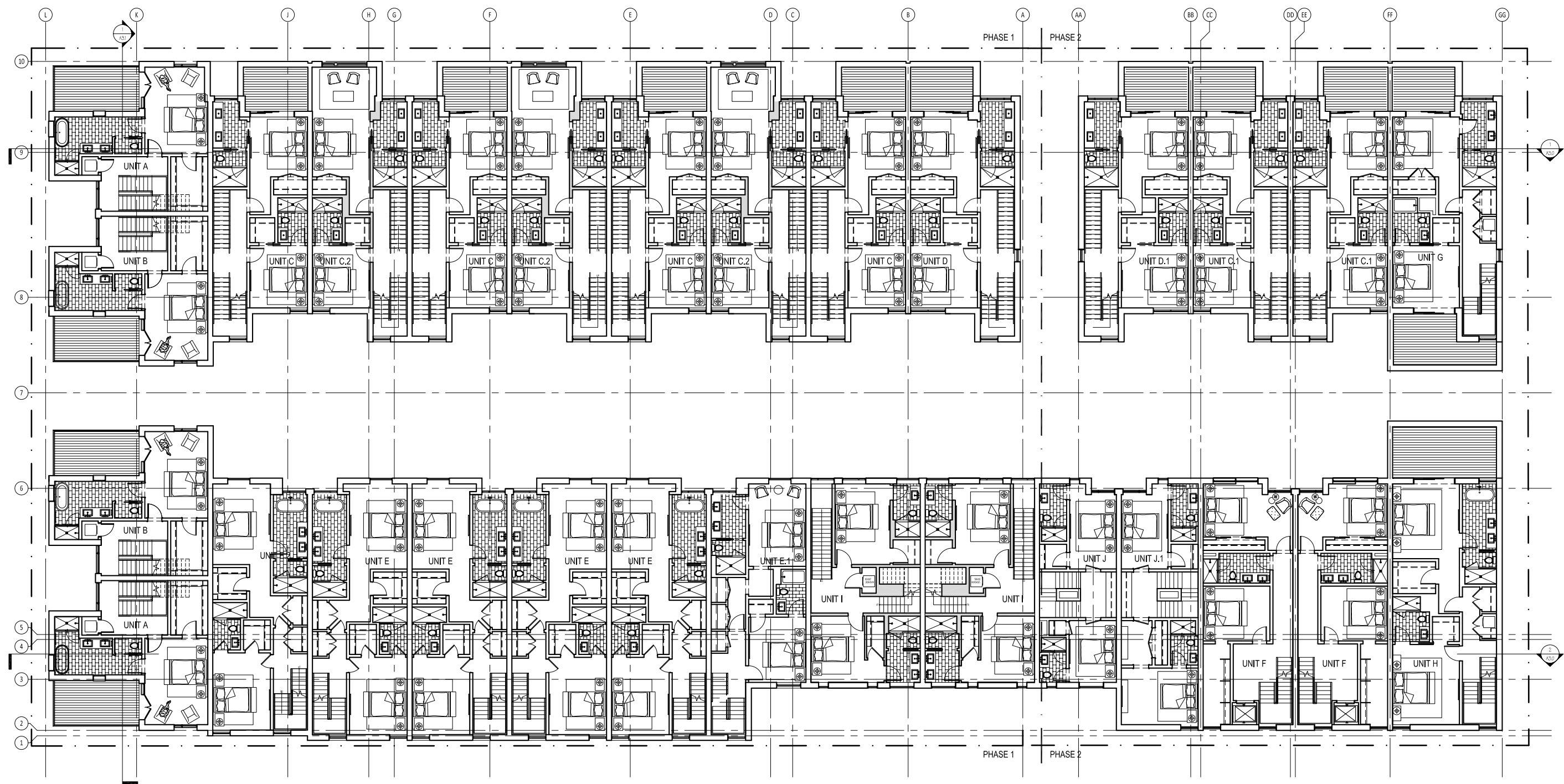
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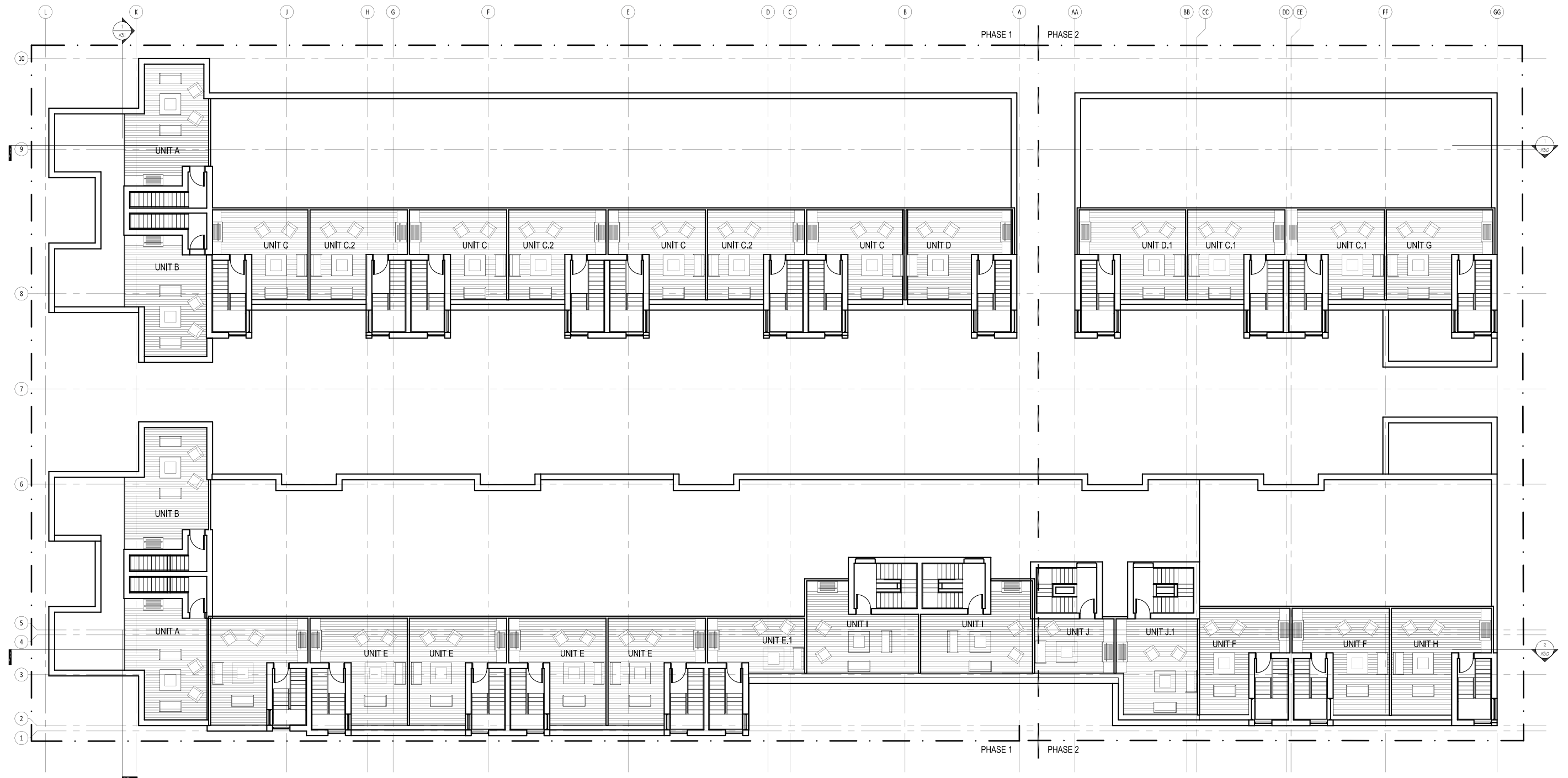
FAR CALCULATIONS

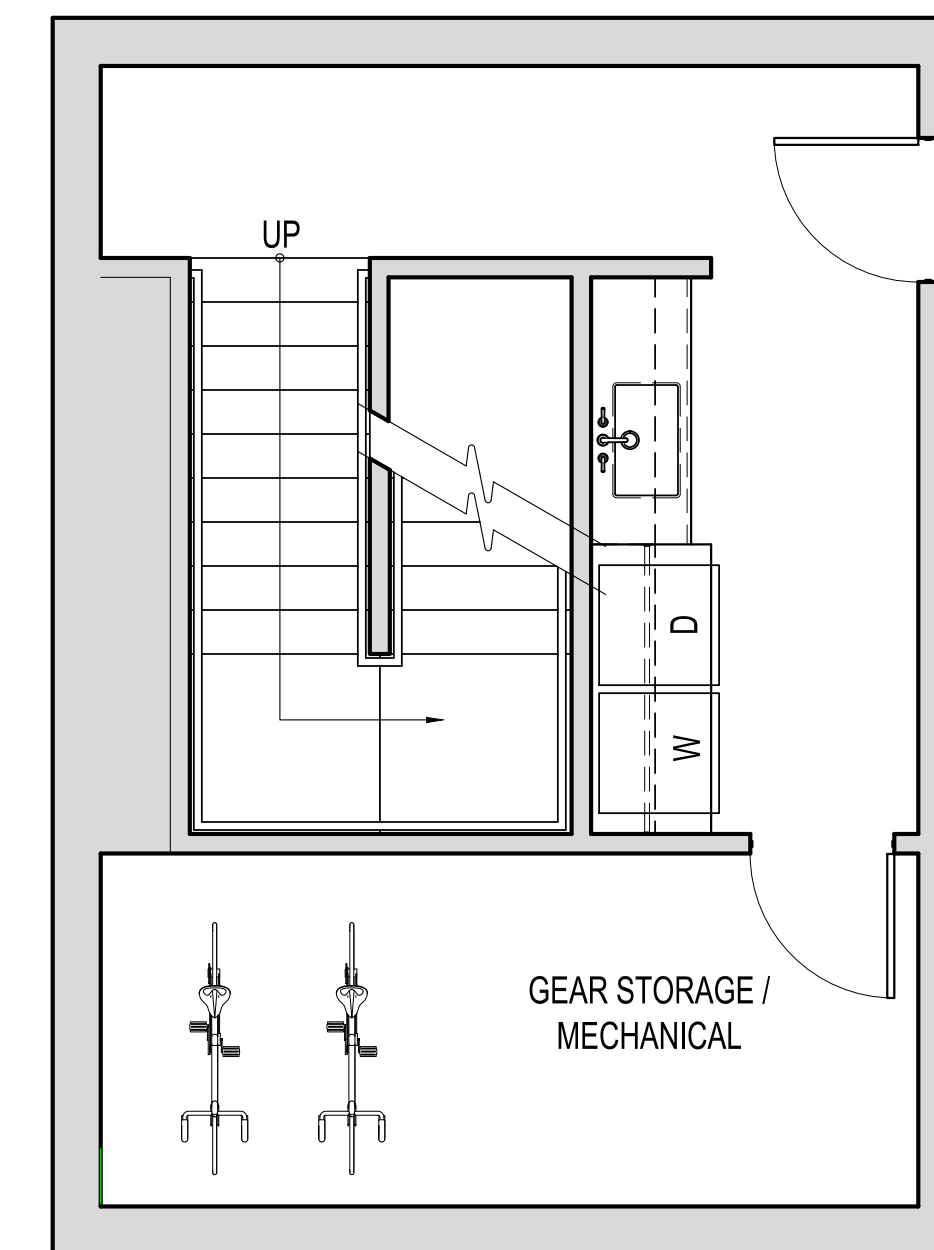
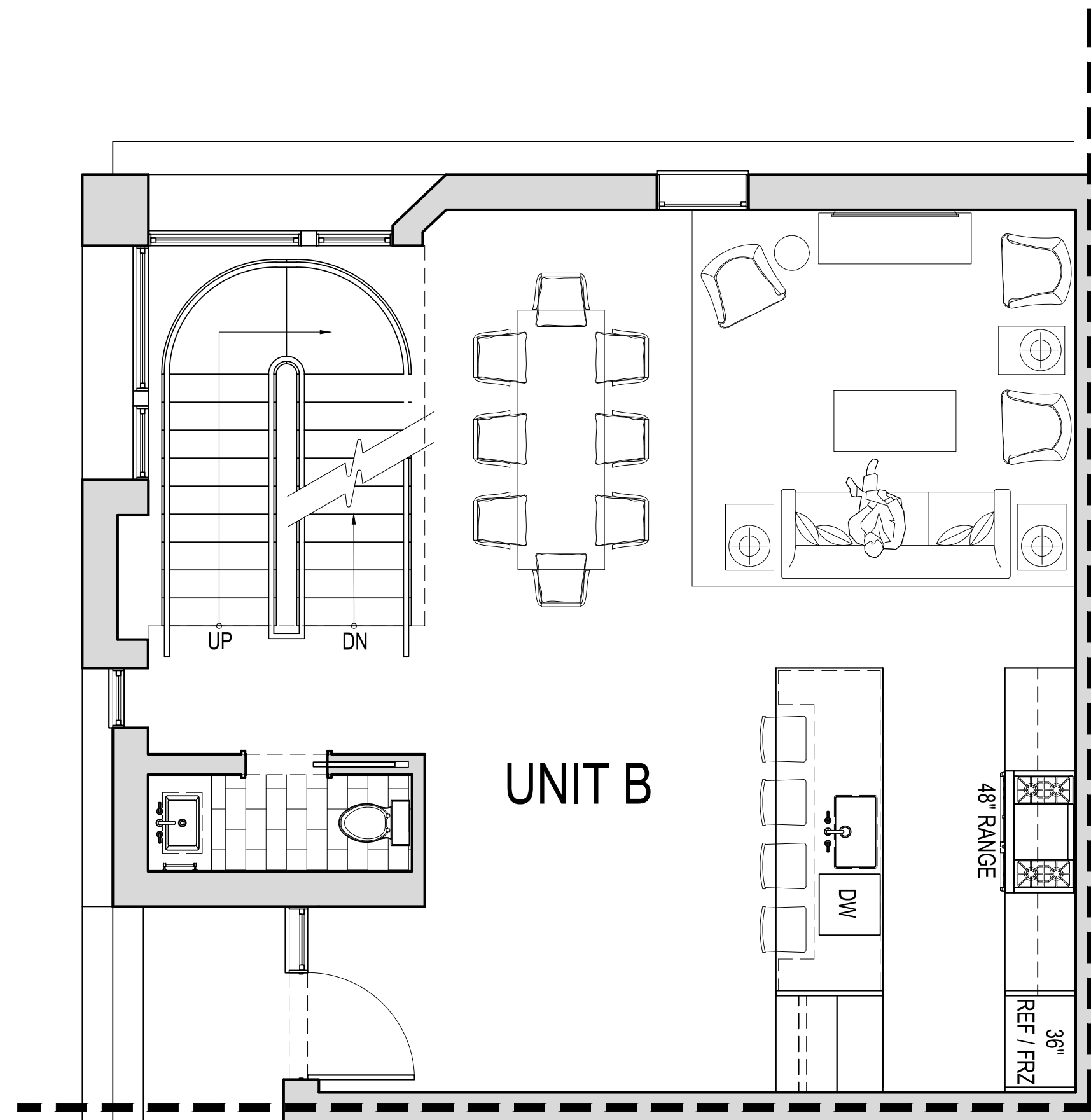
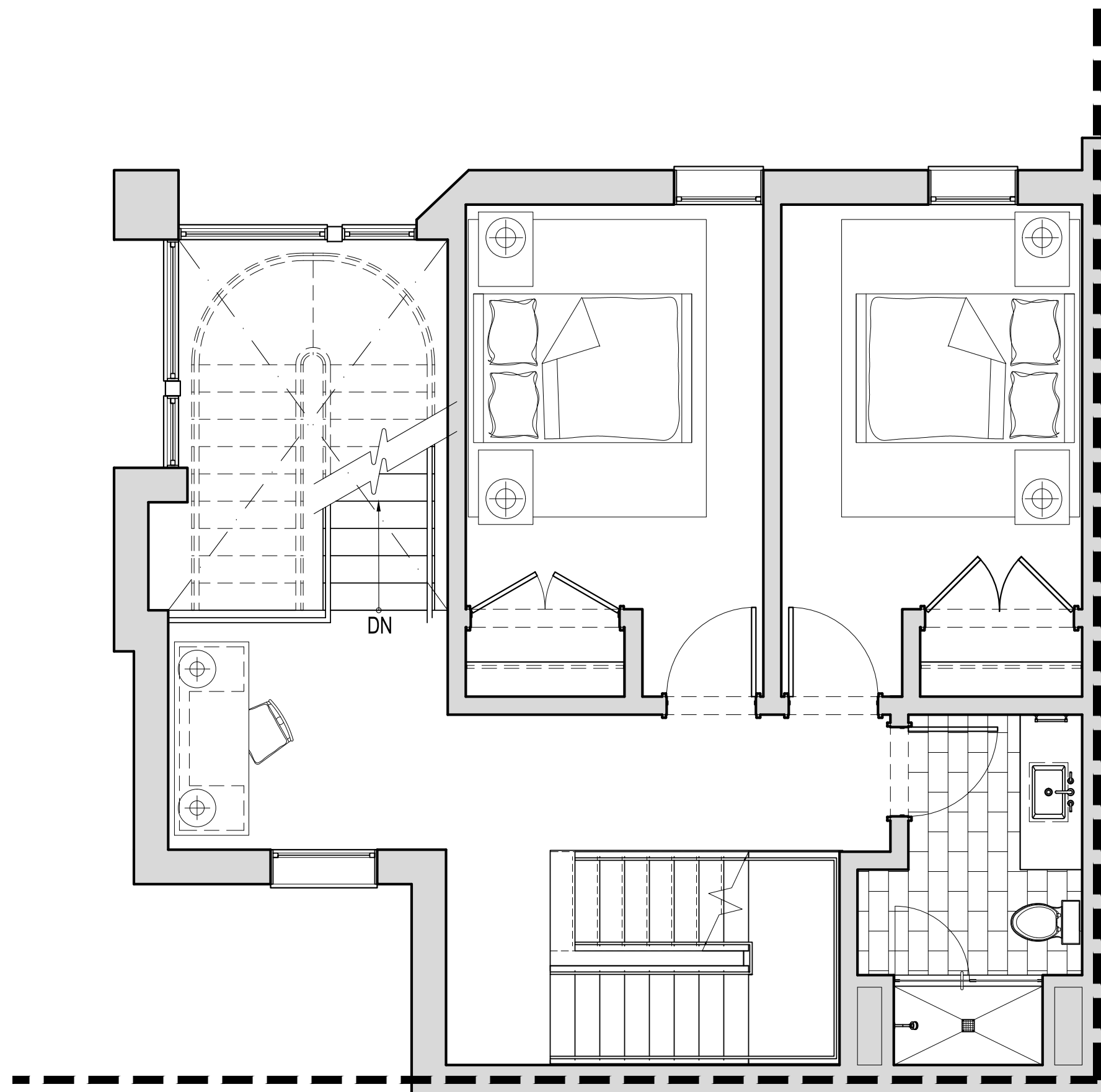
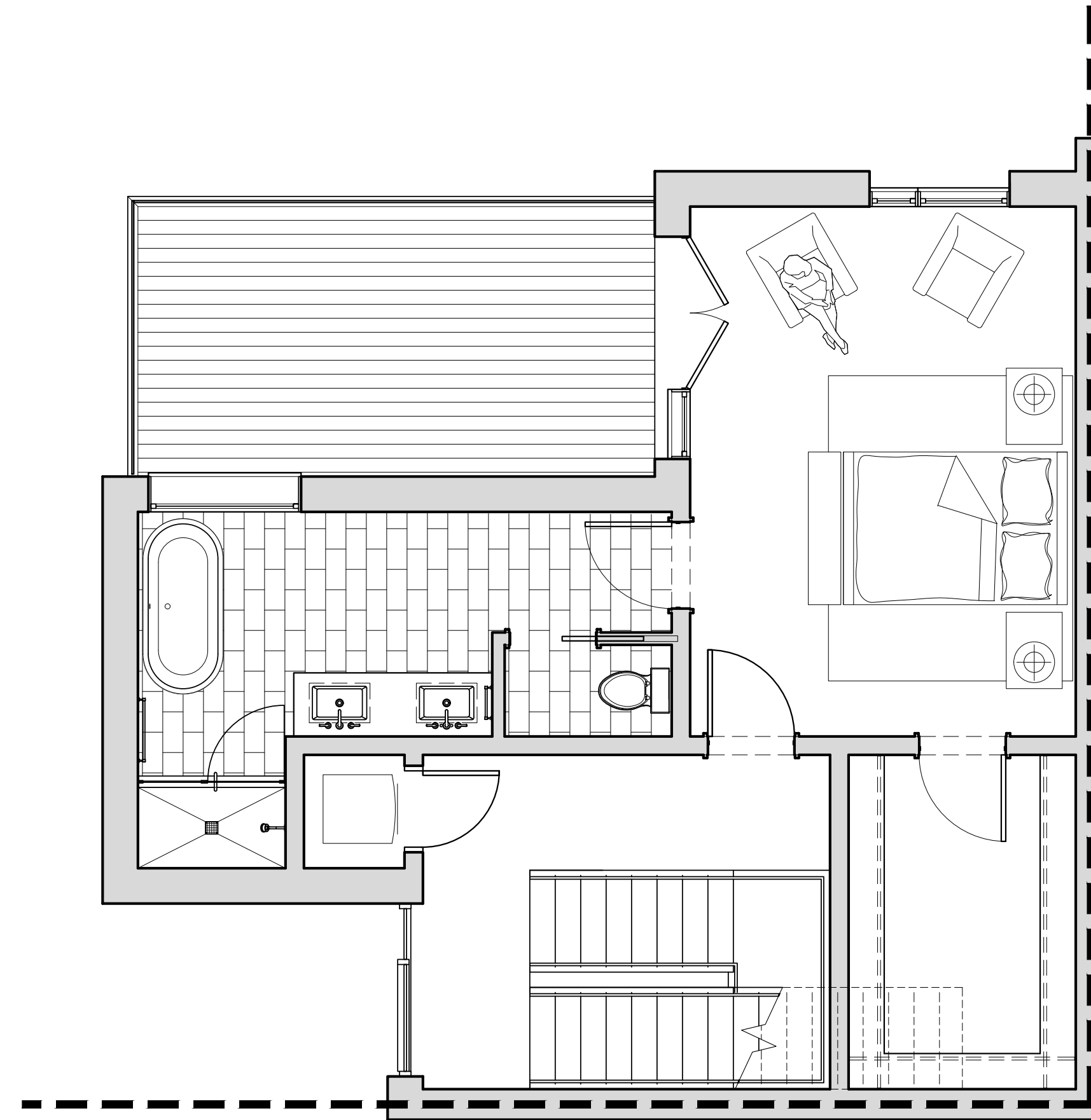
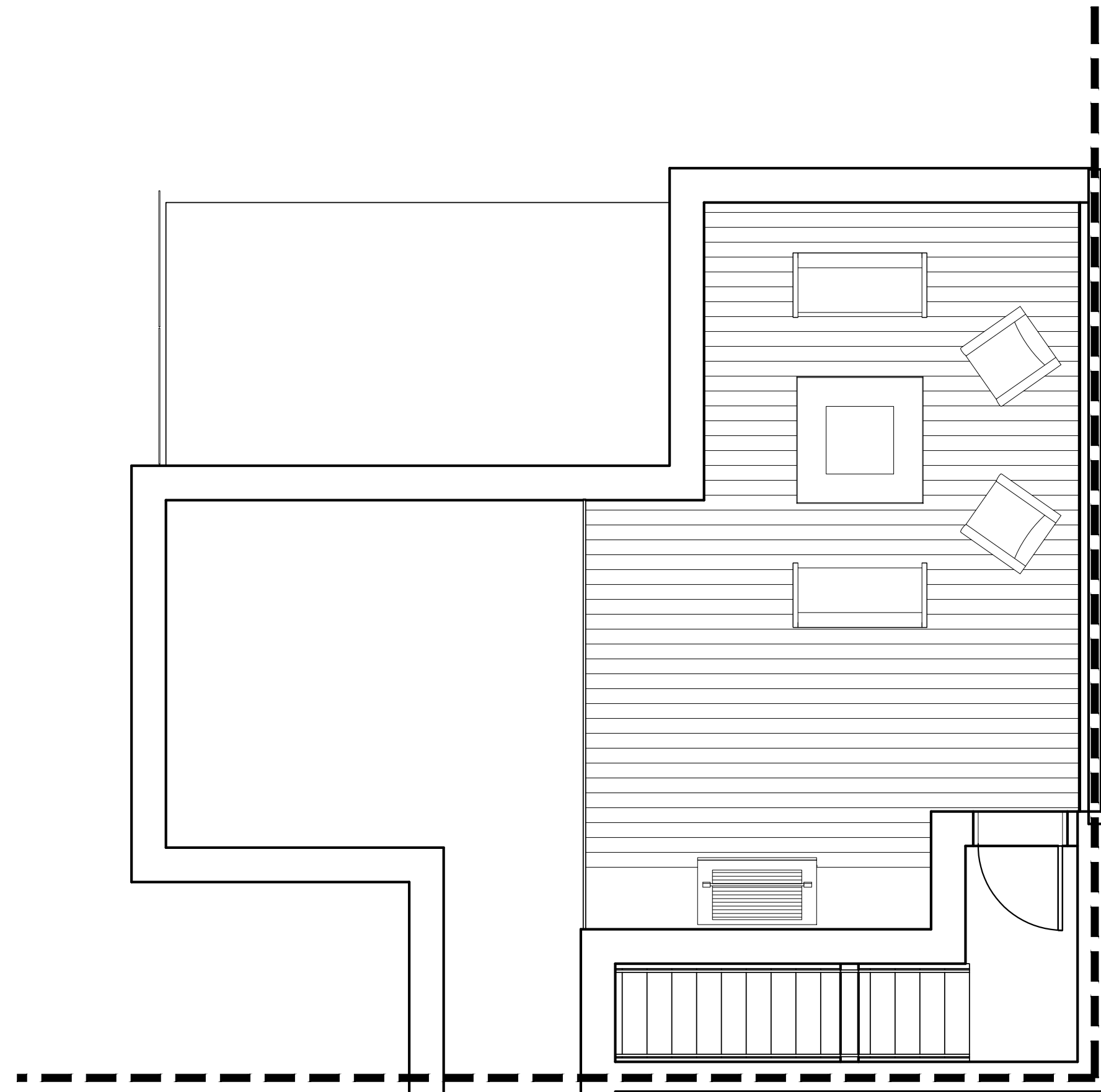


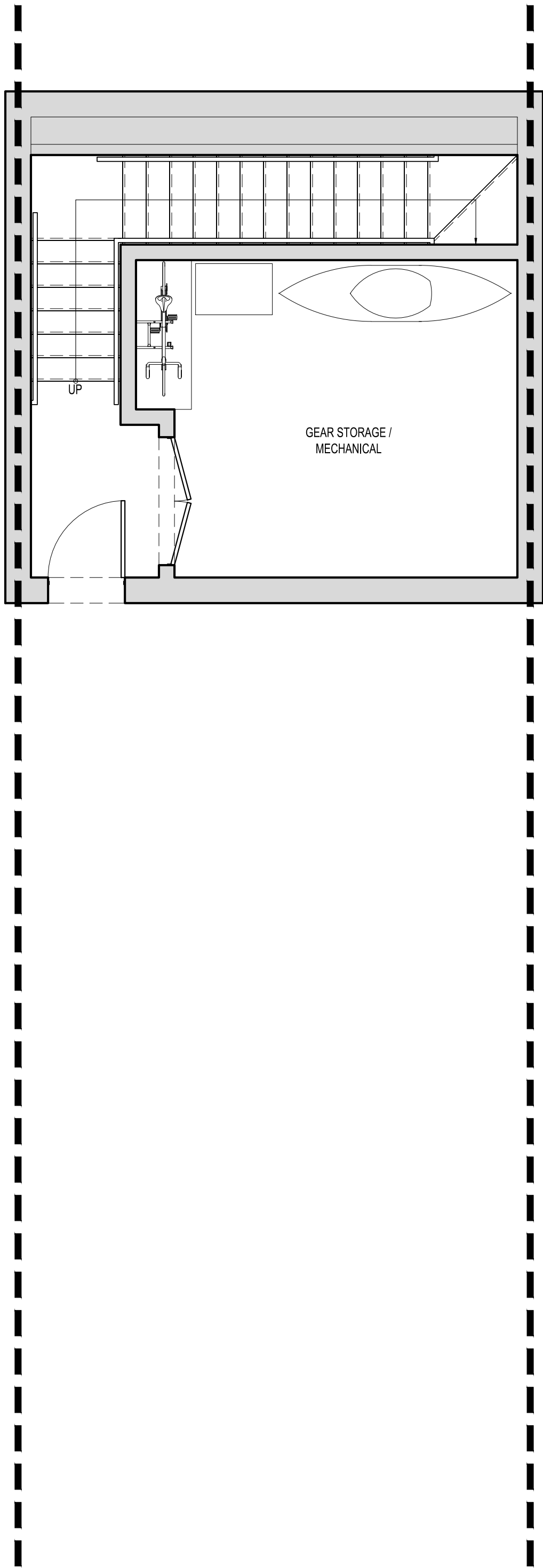




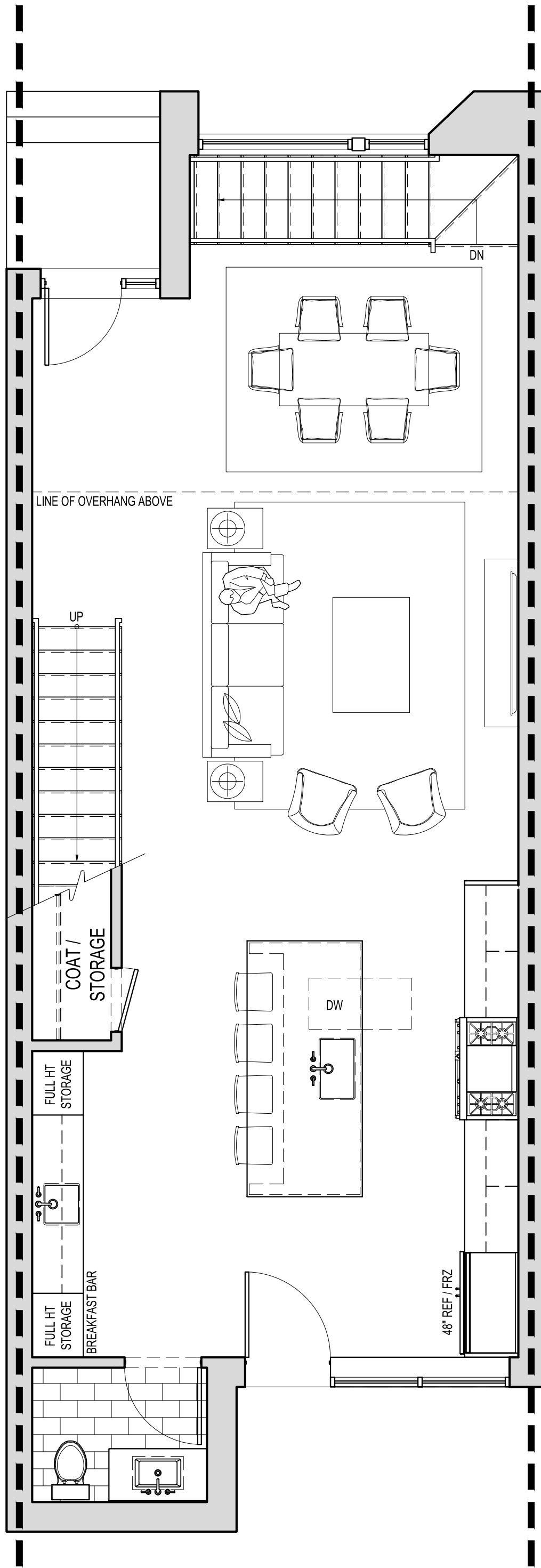




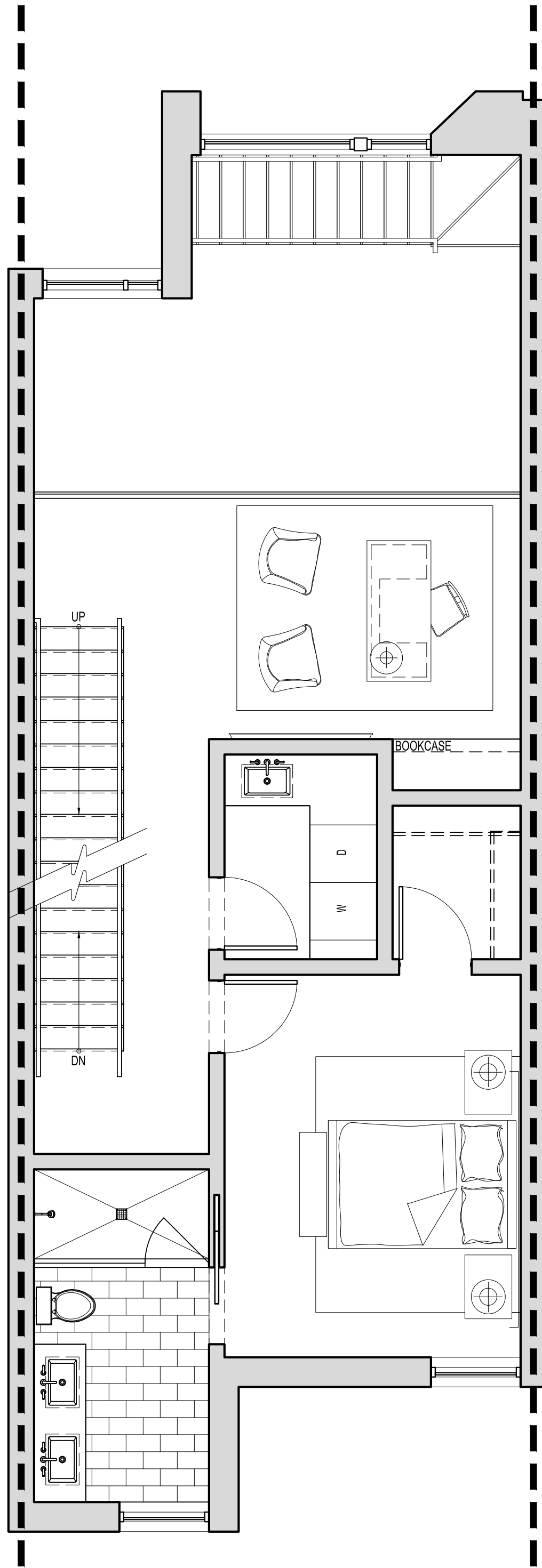




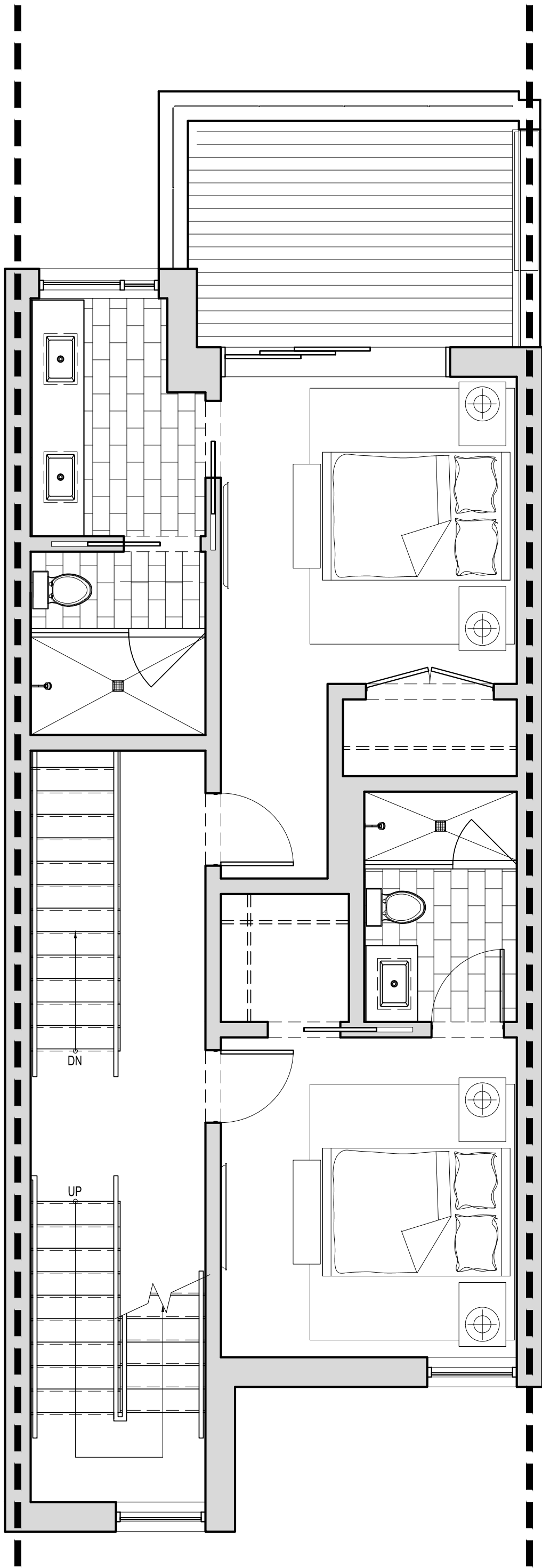
1 BASEMENT PLAN
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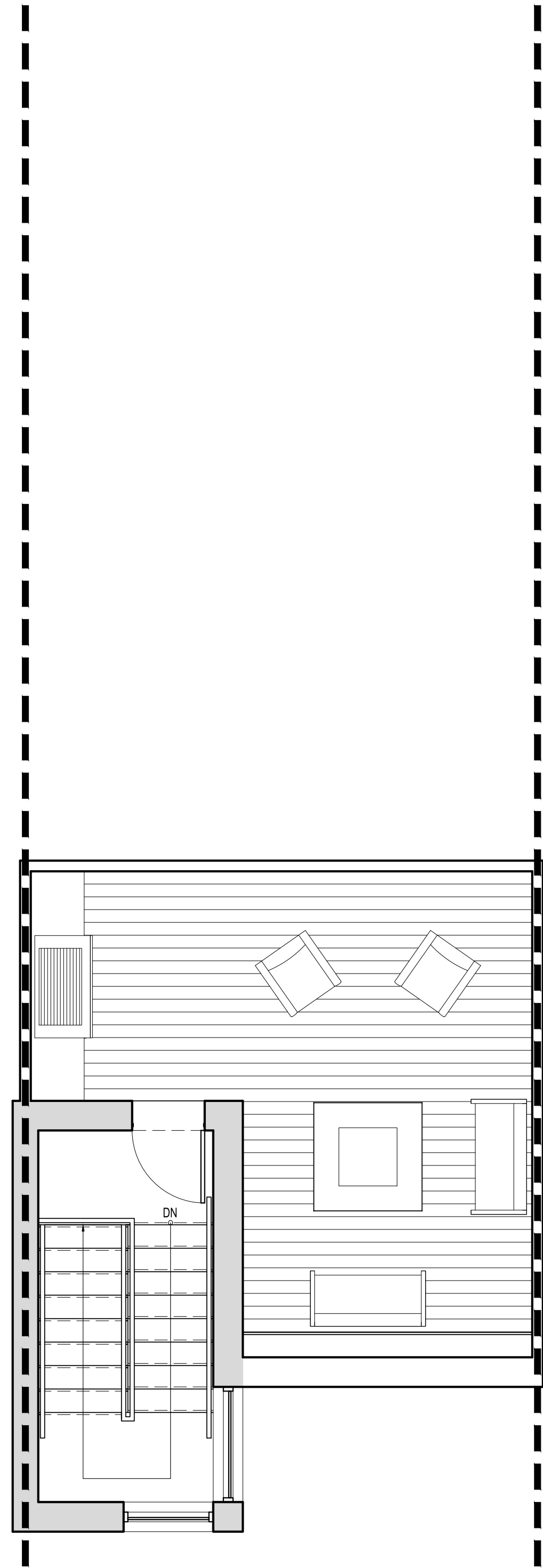
2 FIRST FLOOR PLAN
SCALE: 1/4"=1'-0"



3 SECOND FLOOR PLAN
SCALE: 1/4"=1'-0"



4 THIRD FLOOR PLAN
SCALE: 1/4"=1'-0"



5 ROOF PLAN
SCALE: 1/4"=1'-0"

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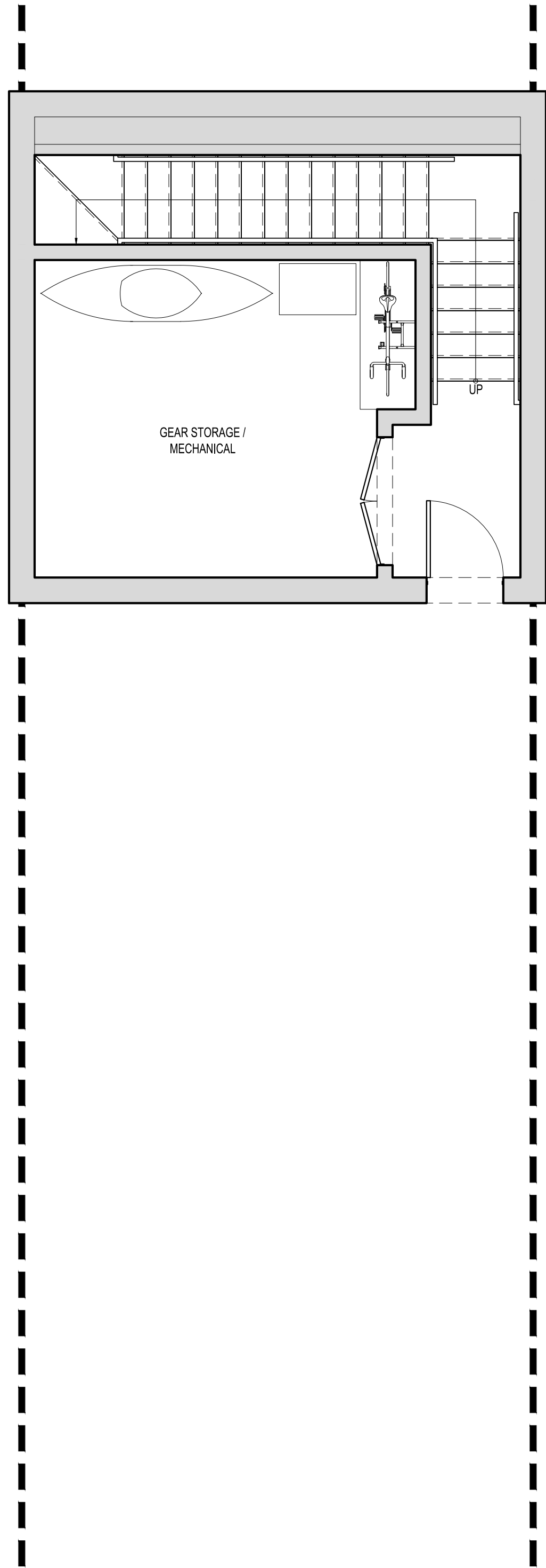
PROJECT
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165 AND 185 GLENWOOD ST.
JACKSON, WY 83001

1928	Project No.
KL/RB/JB/EY	Drawn By
EAD	Checked By
Discipline	Drawing No.

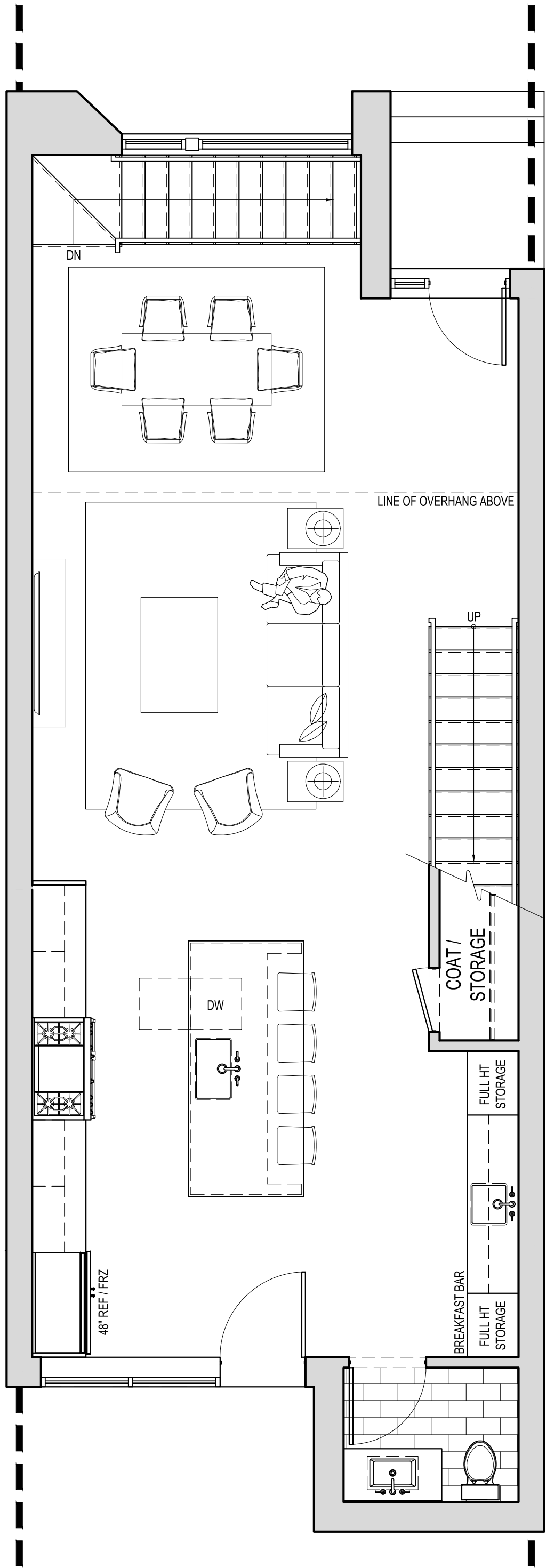
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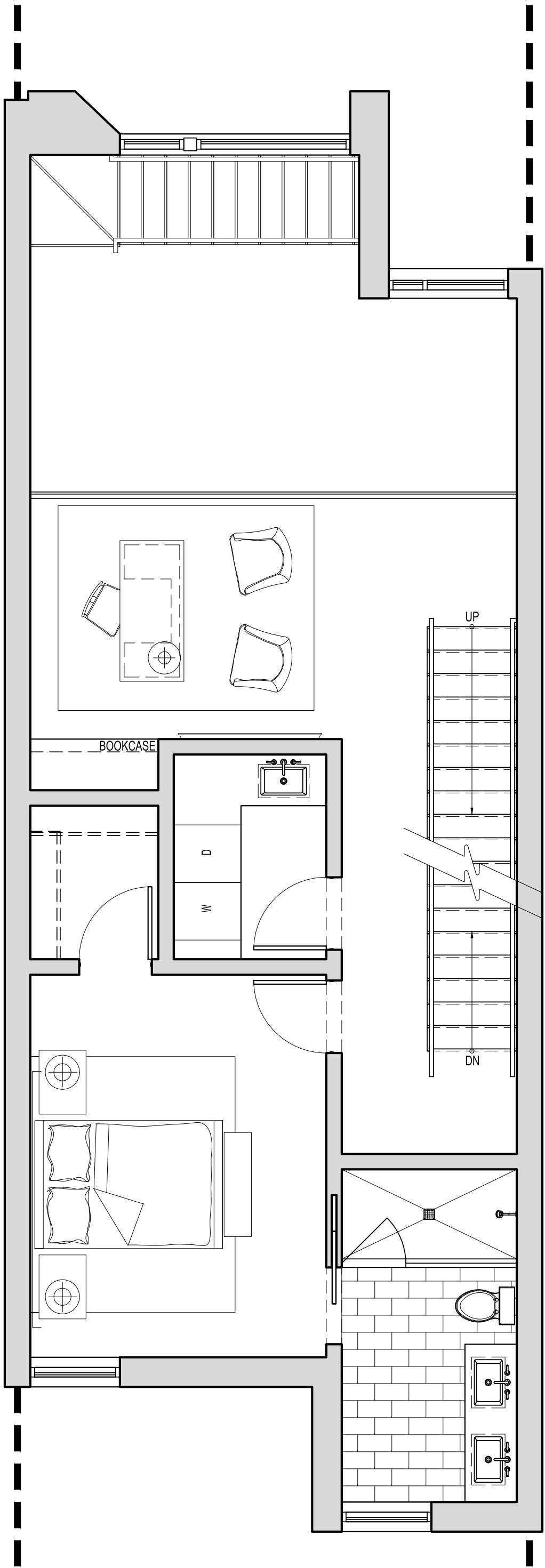
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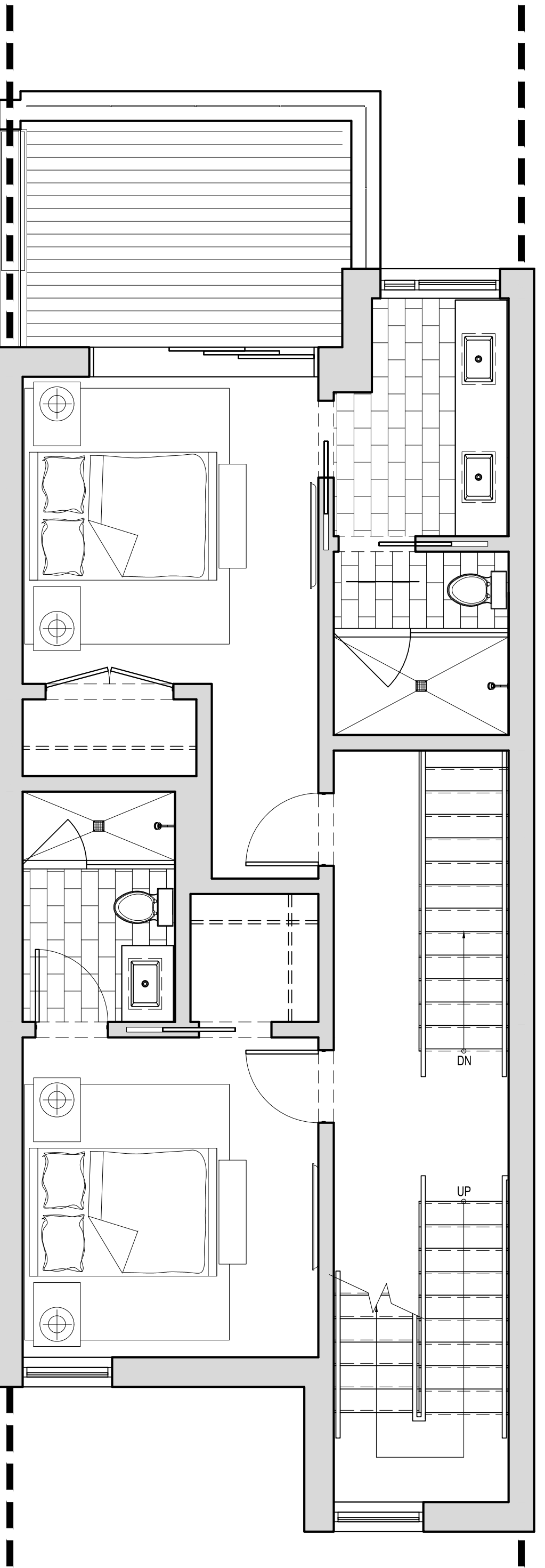
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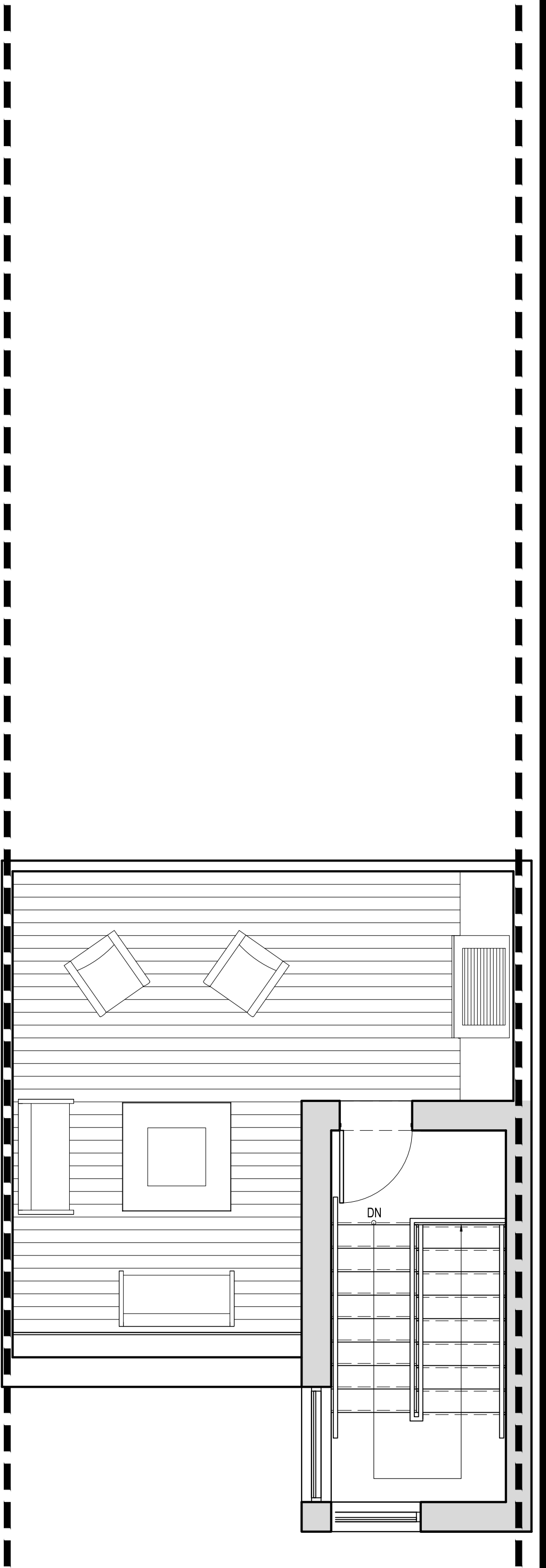
2 FIRST FLOOR PLAN
SCALE: 1/4"=1'-0"



3 SECOND FLOOR PLAN
SCALE: 1/4"=1'-0"



4 THIRD FLOOR PLAN
SCALE: 1/4"=1'-0"



5 ROOF PLAN
SCALE: 1/4"=1'-0"

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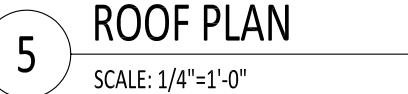
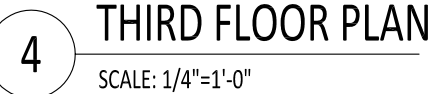
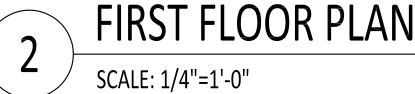
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EAD	Checked By
Discipline	Drawing No.

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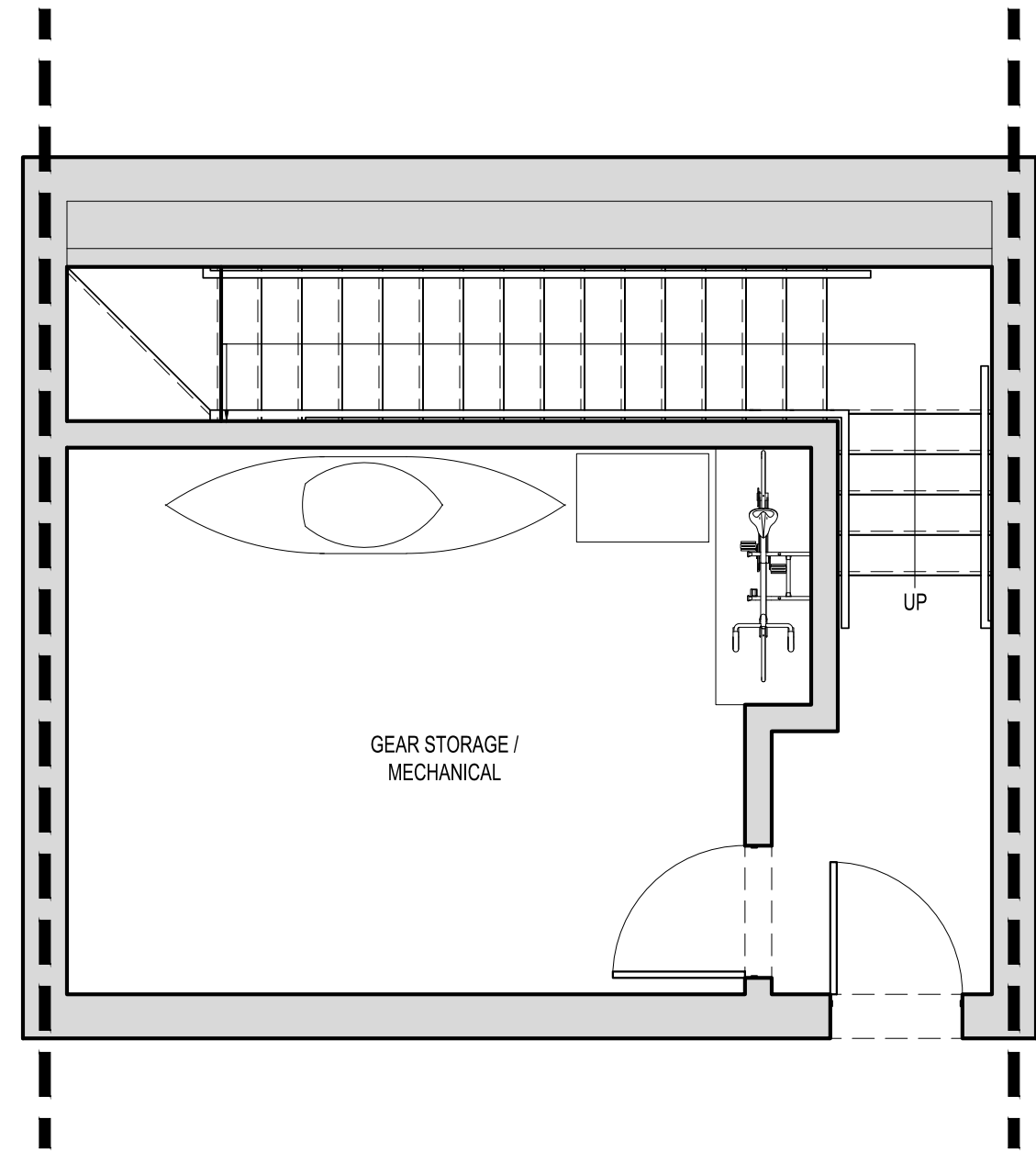
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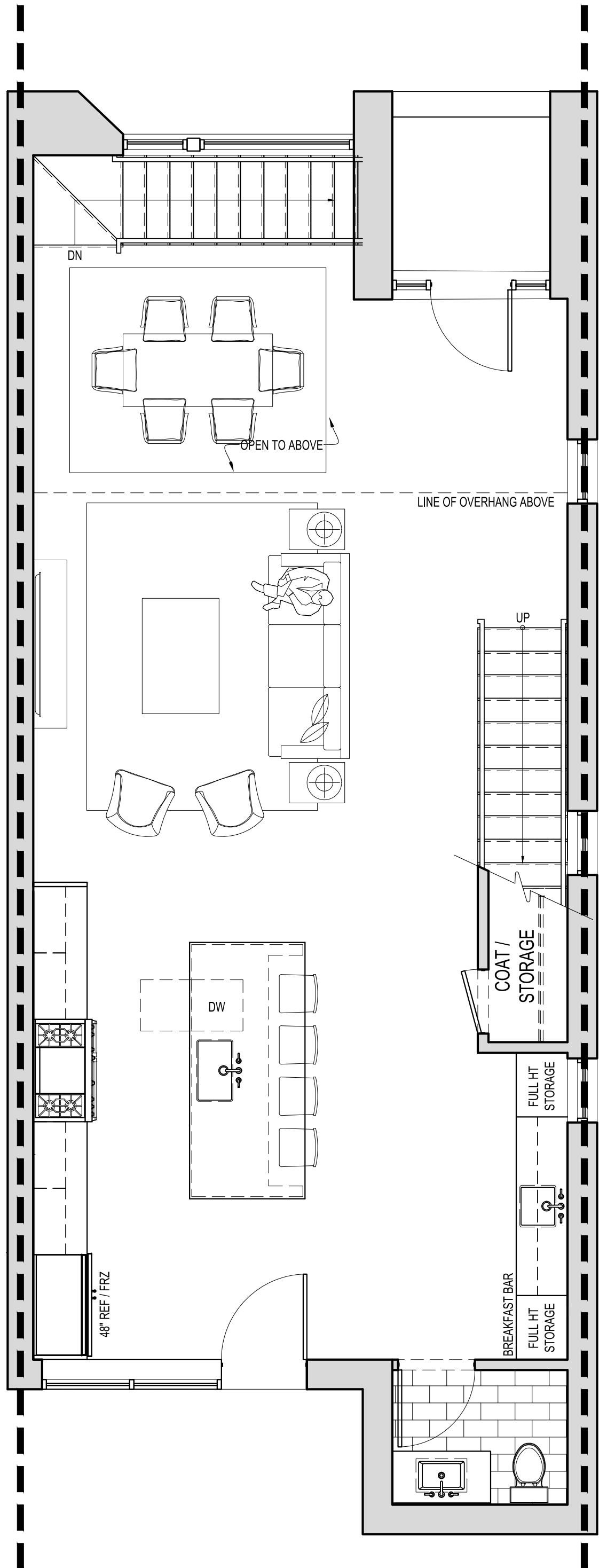
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PROFESSIONAL SEAL

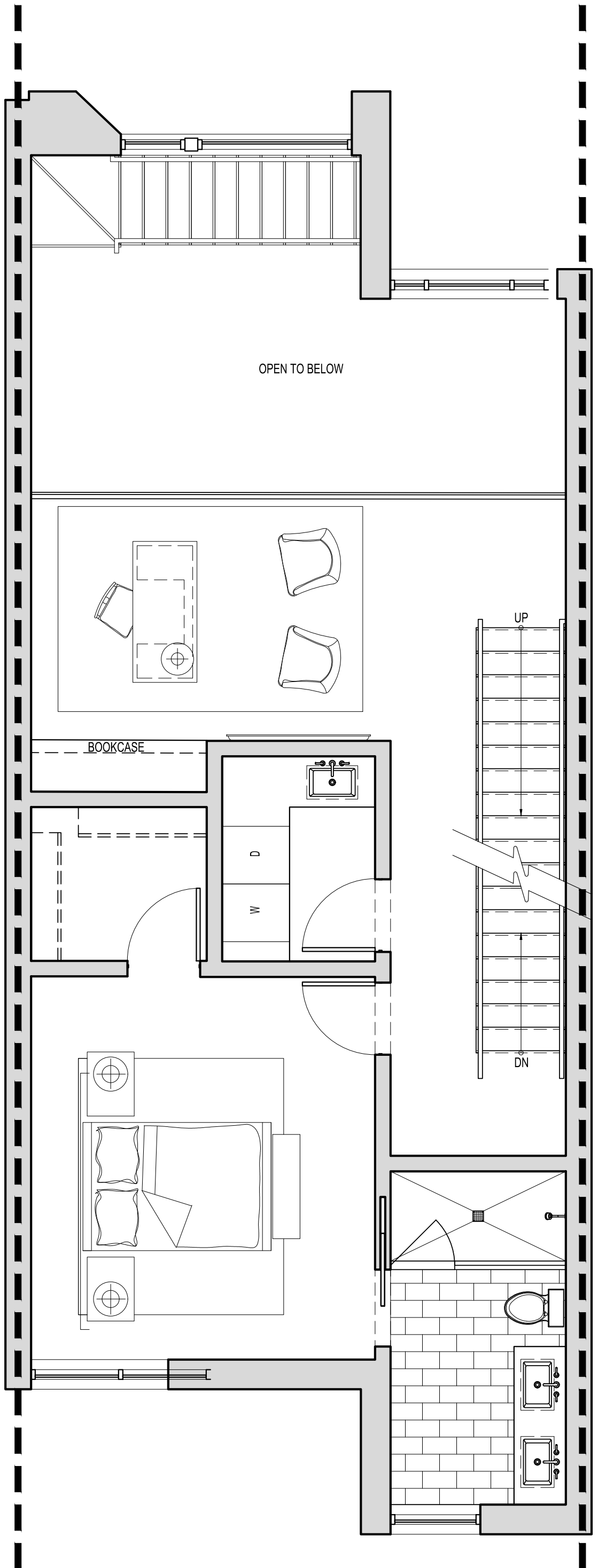
UNIT PLANS - TYPE 'C.2'



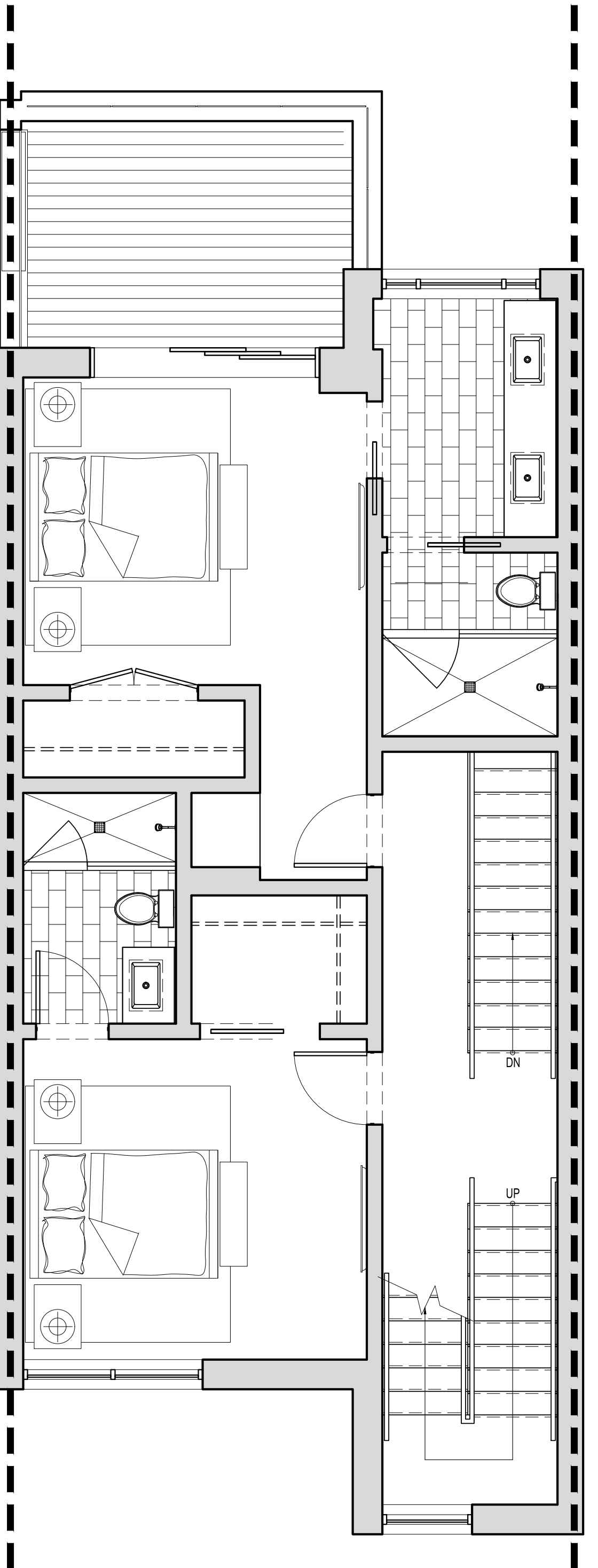
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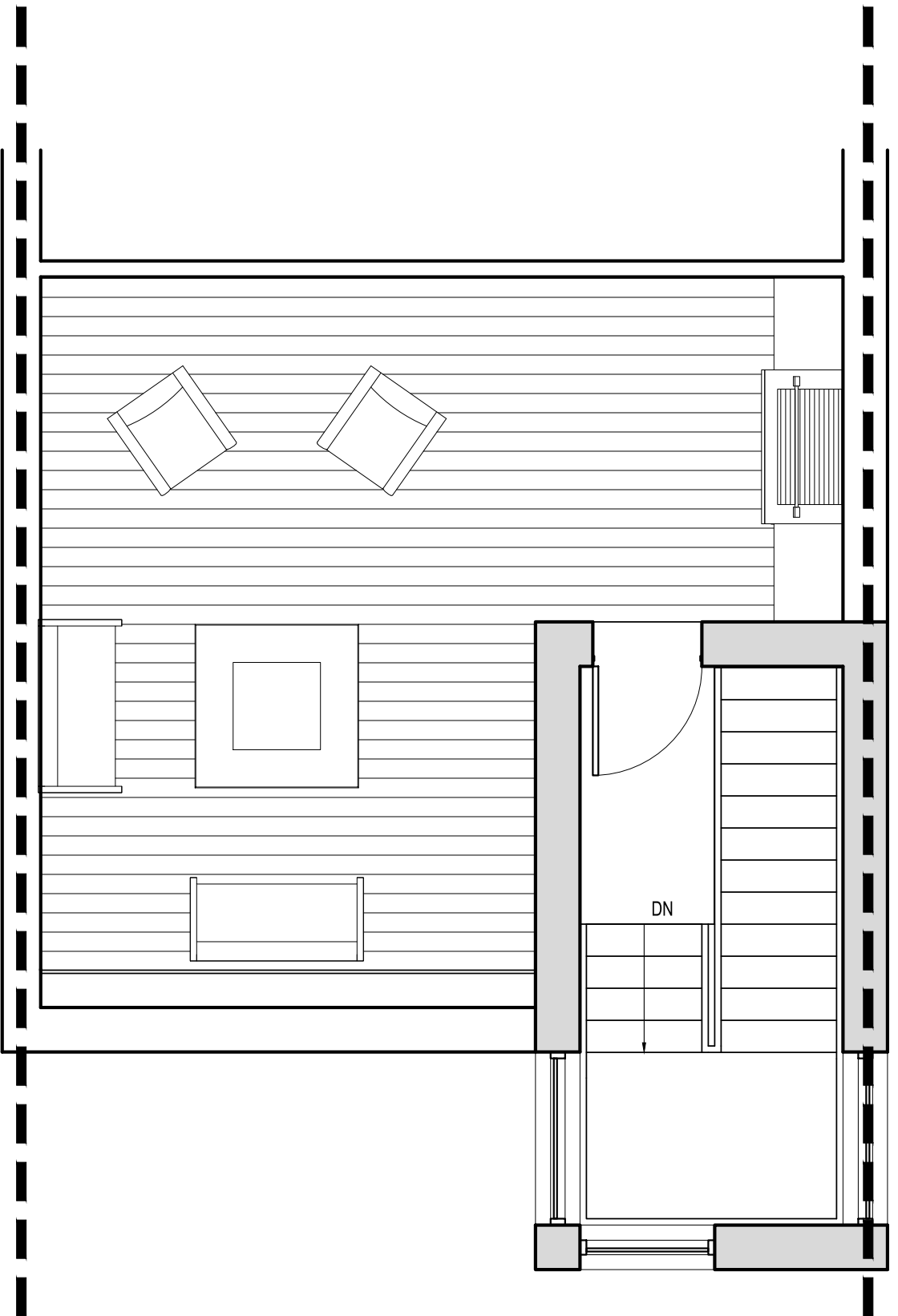
2 FIRST FLOOR PLAN
SCALE: 1/4"=1'-0"



3 SECOND FLOOR PLAN
SCALE: 1/4"=1'-0"



4 THIRD FLOOR PLAN
SCALE: 1/4"=1'-0"



5 ROOF PLAN
SCALE: 1/4"=1'-0"

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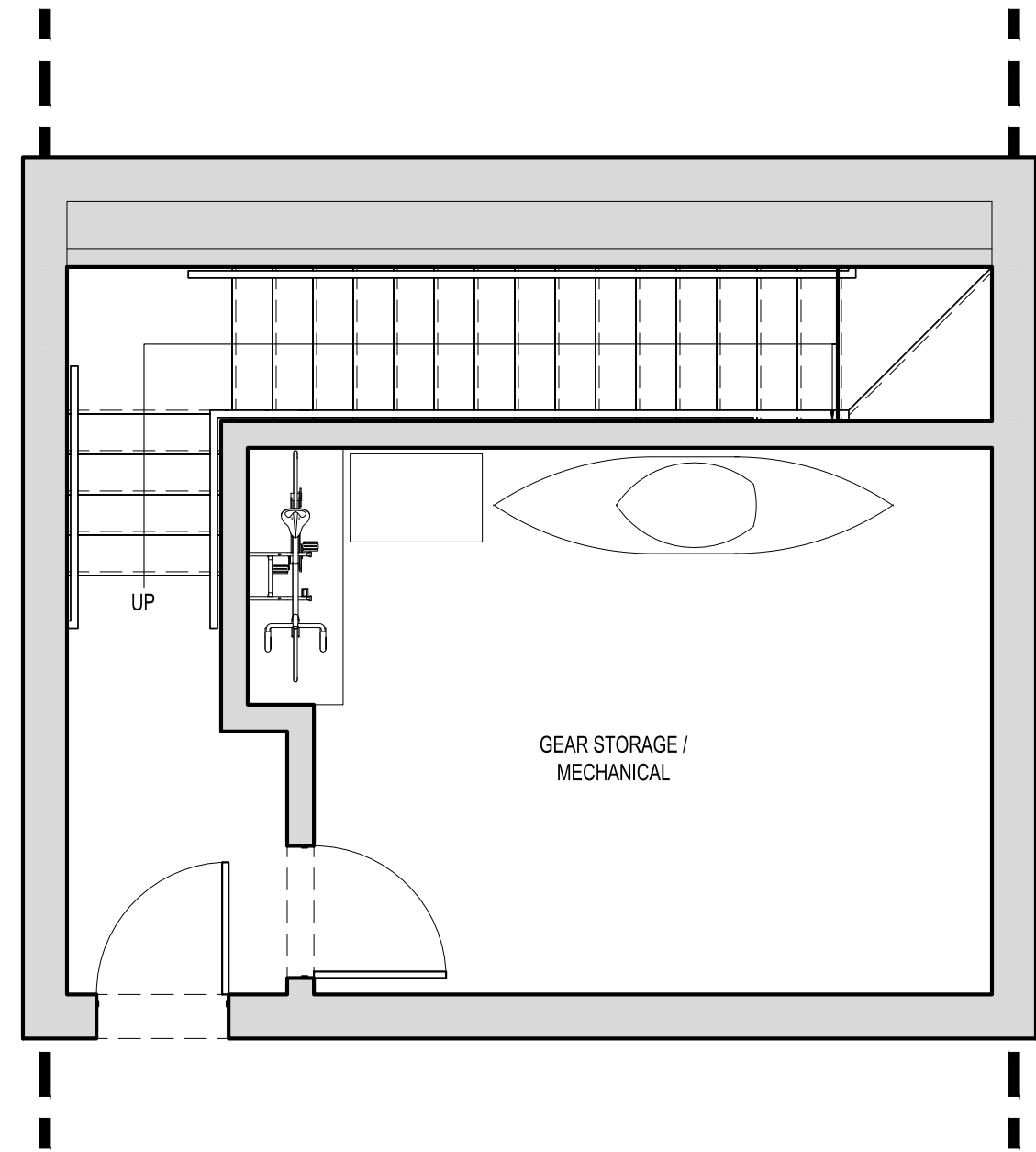
PROJECT
GLENWOOD GILL
165 AND 185 GLENWOOD ST.
JACKSON, WY 83001

1928	Project No.
KL/RB/JB/EY	Drawn By
EAD	Checked By
Discipline	Drawing No.

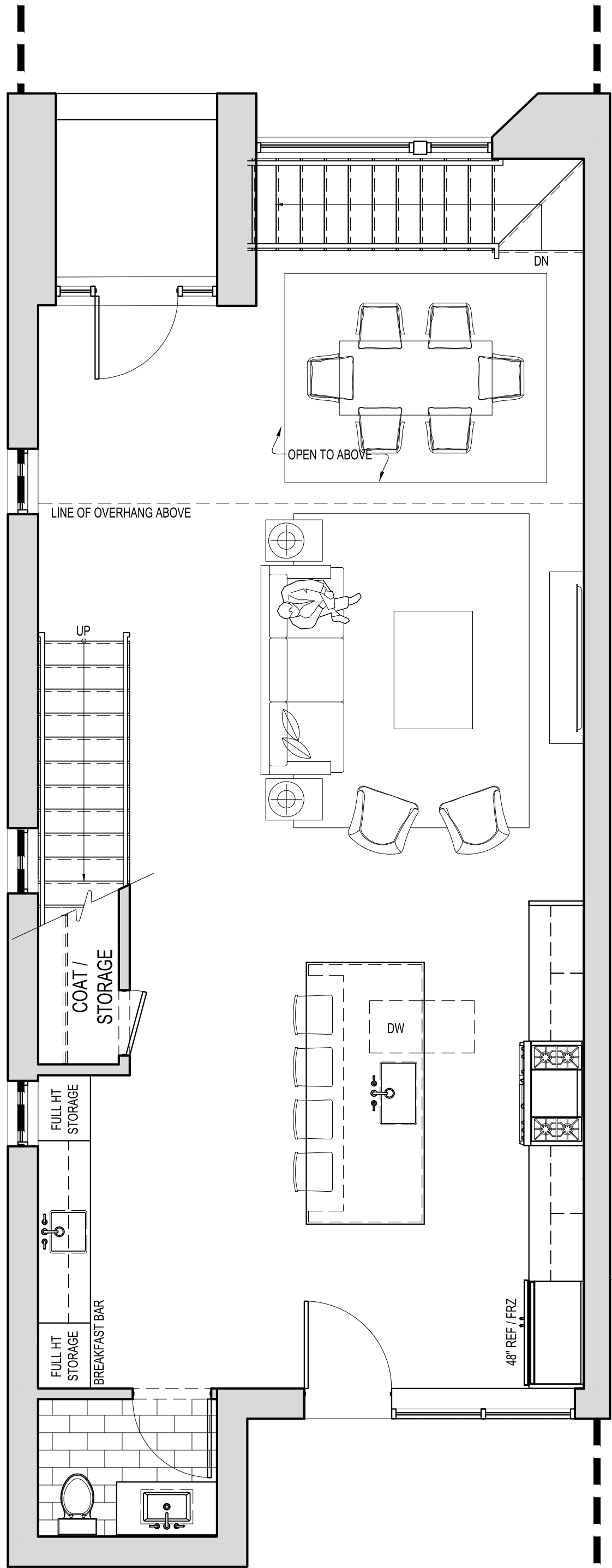
A 1.25

Drawing Name

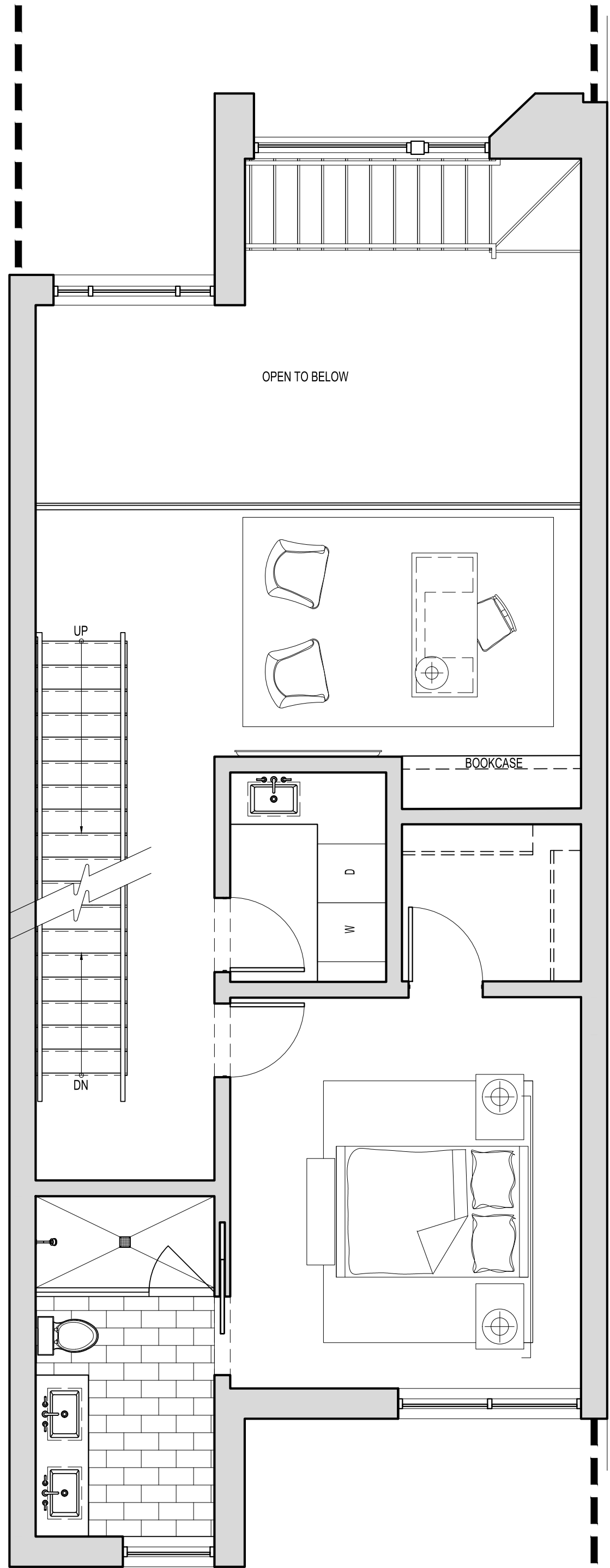
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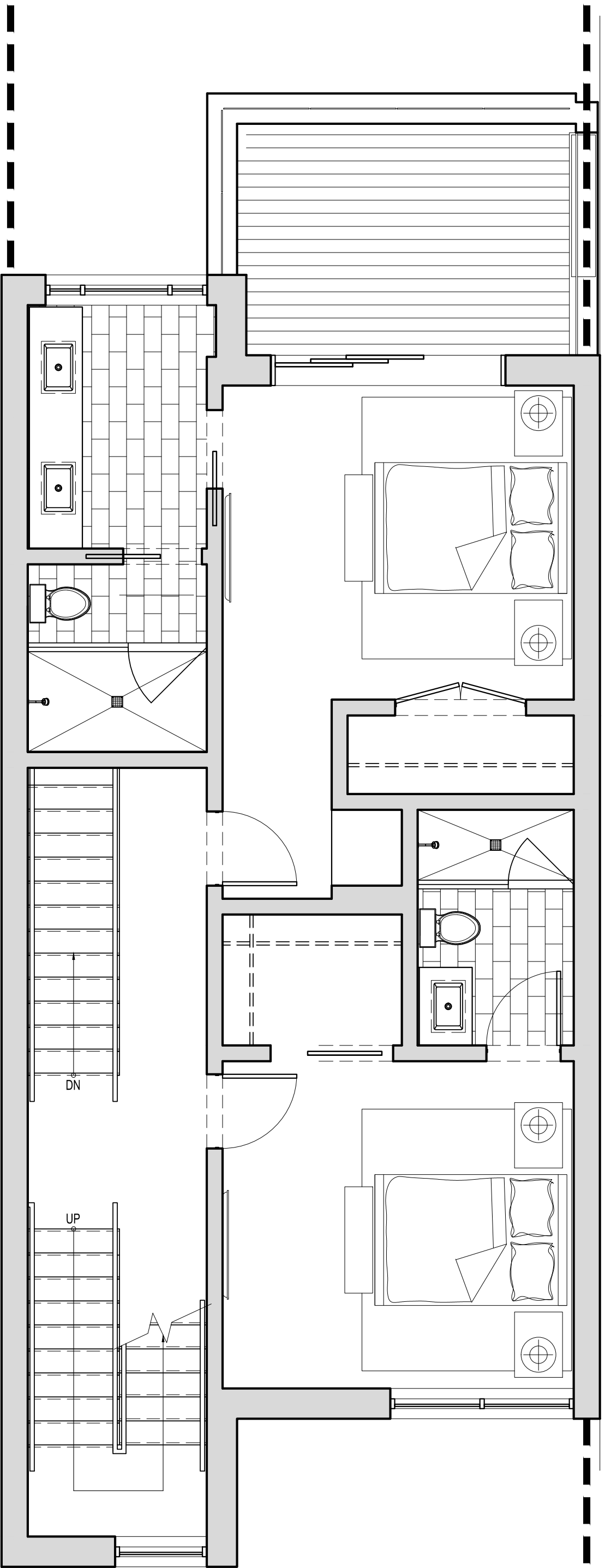
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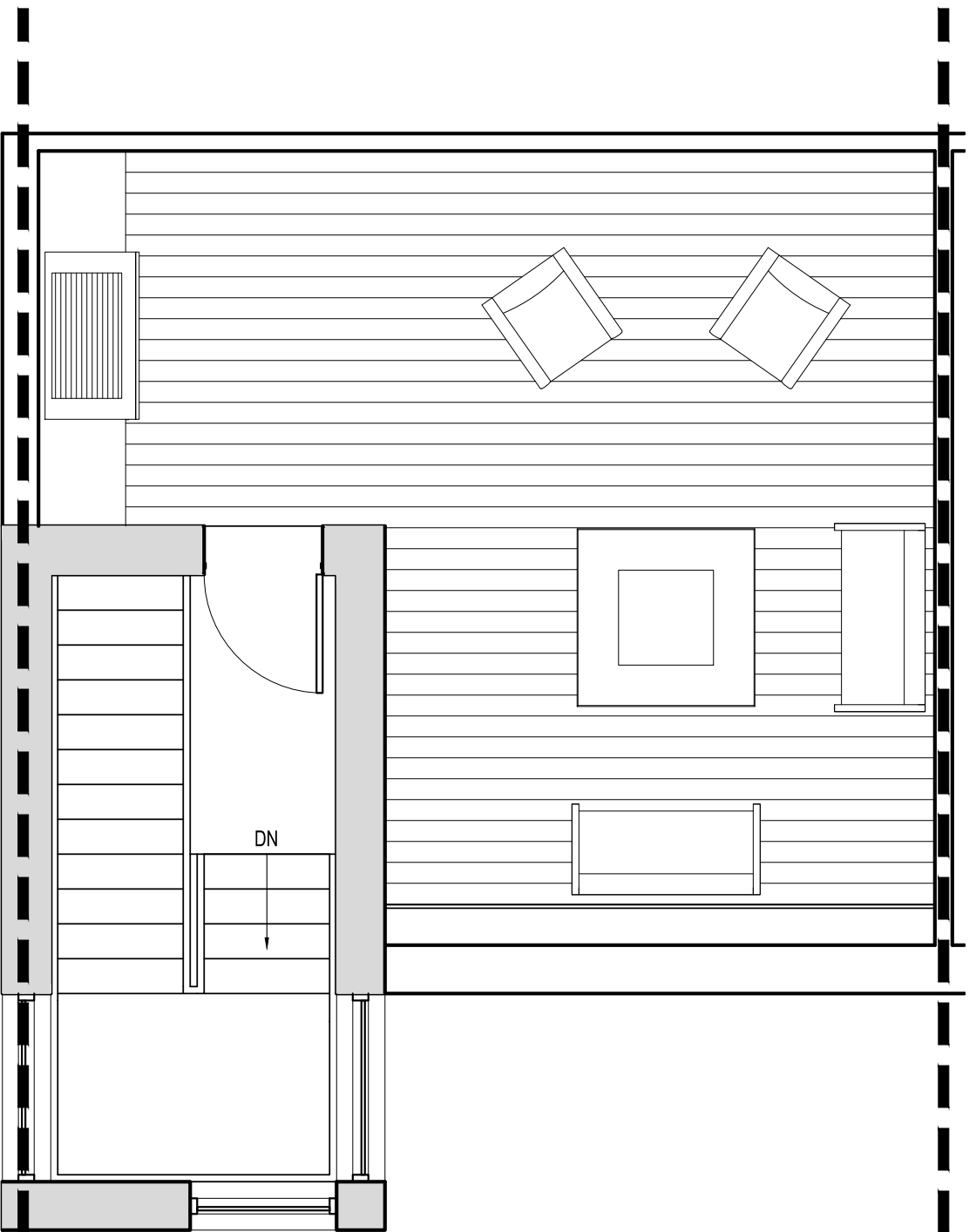
2 FIRST FLOOR PLAN
SCALE: 1/4"=1'-0"



3 SECOND FLOOR PLAN
SCALE: 1/4"=1'-0"



4 THIRD FLOOR PLAN
SCALE: 1/4"=1'-0"



5 ROOF PLAN
SCALE: 1/4"=1'-0"

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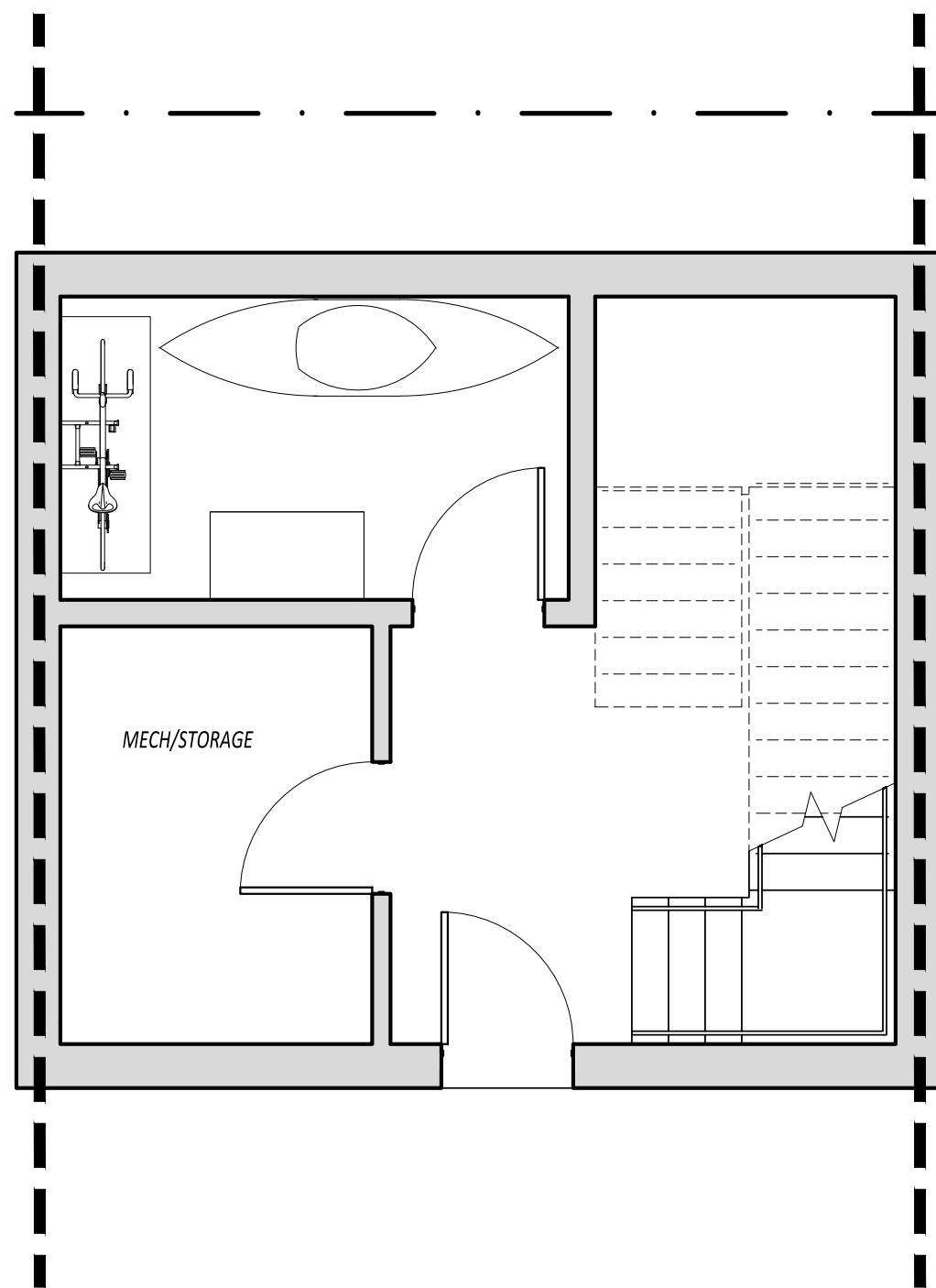
PROJECT
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JACKSON, WY 83001

1928	Project No.
KL/RB/JB/EY	Drawn By
EAD	Checked By
Discipline	Drawing No.

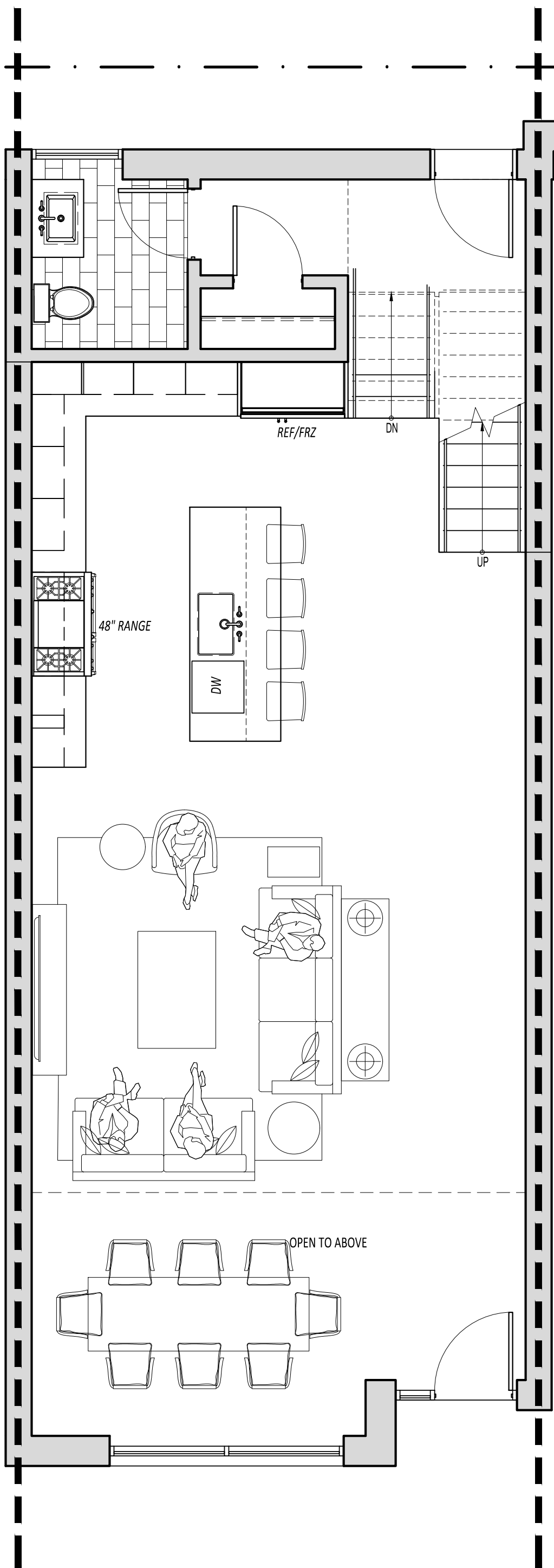
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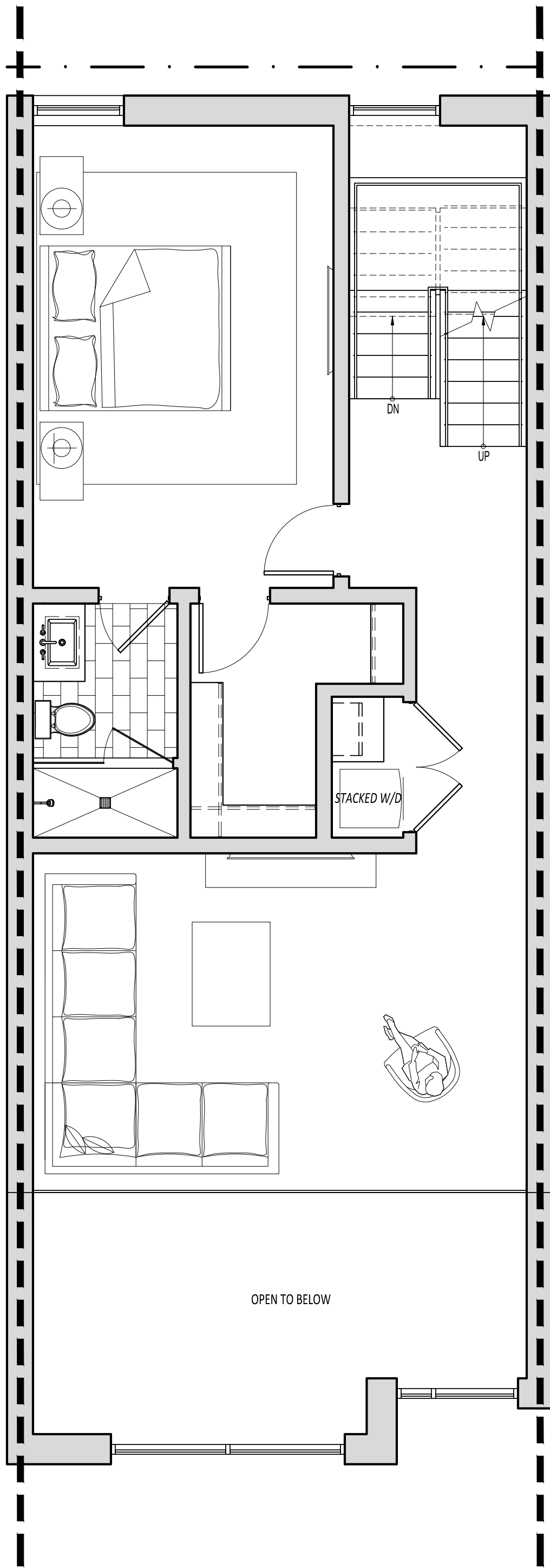
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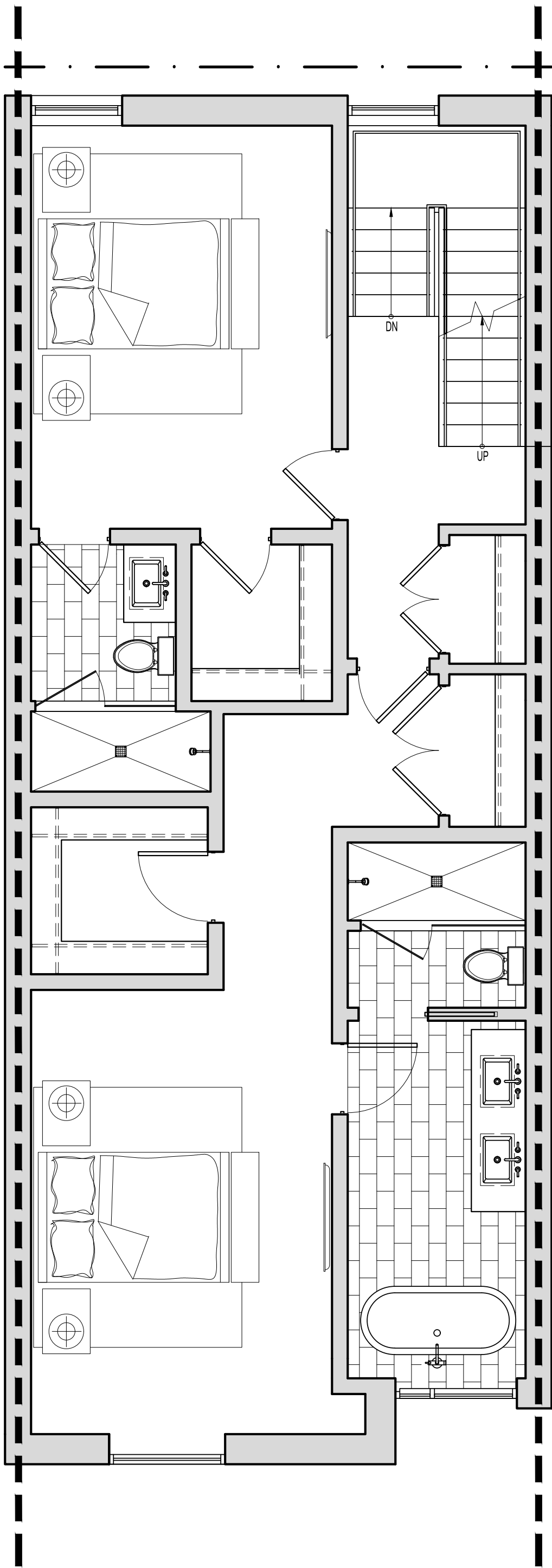
1 BASEMENT PLAN
SCALE: 1/4"=1'-0"



2 FIRST FLOOR PLAN
SCALE: 1/4"=1'-0"



3 SECOND FLOOR PLAN
SCALE: 1/4"=1'-0"



4 THIRD FLOOR PLAN
SCALE: 1/4"=1'-0"



5 ROOF PLAN
SCALE: 1/4"=1'-0"

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PROJECT
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JACKSON, WY 83001

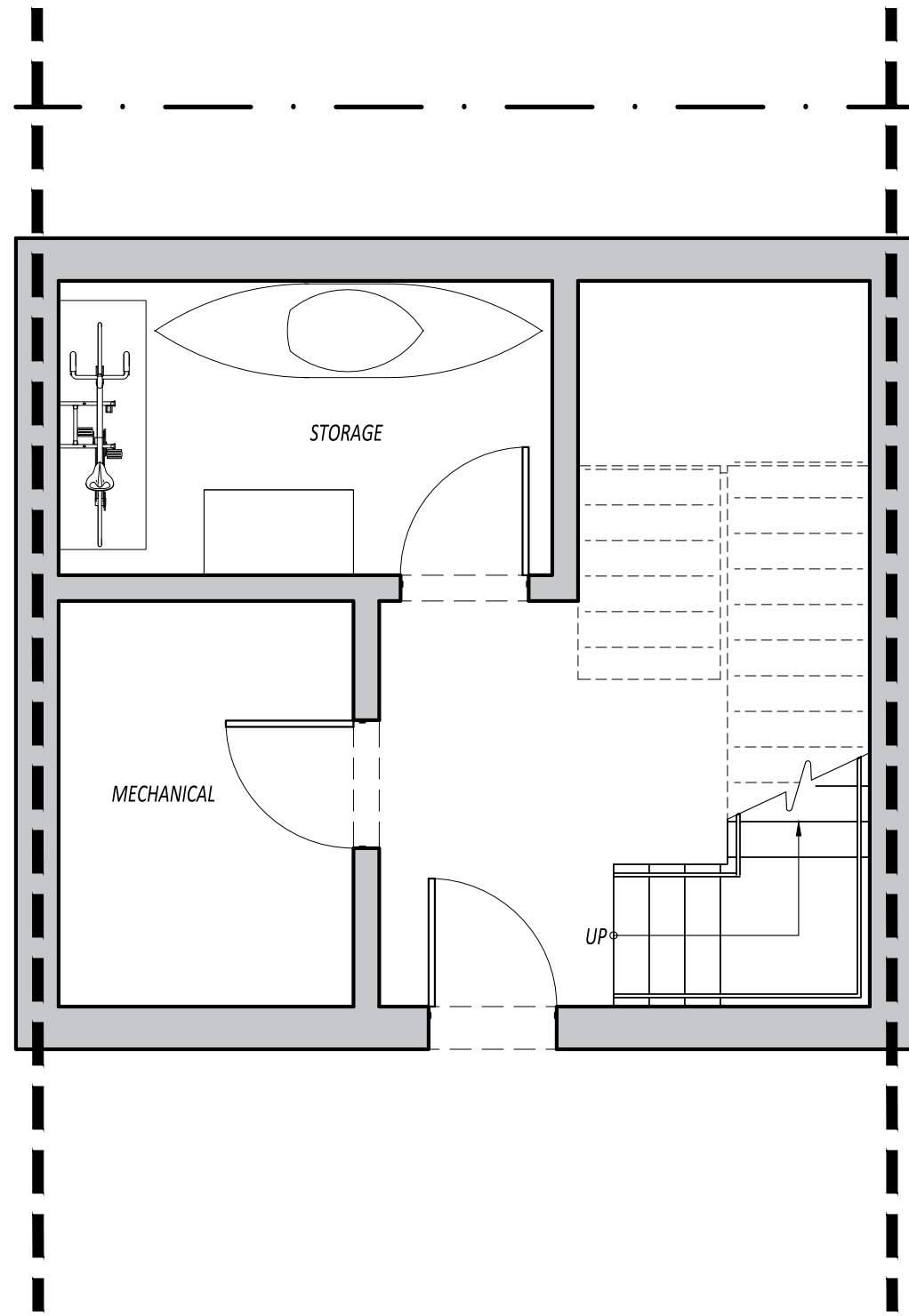
1928	Project No.
KL/RB/JB/EY	Drawn By
EAD	Checked By
Discipline	Drawing No.

A 1.27

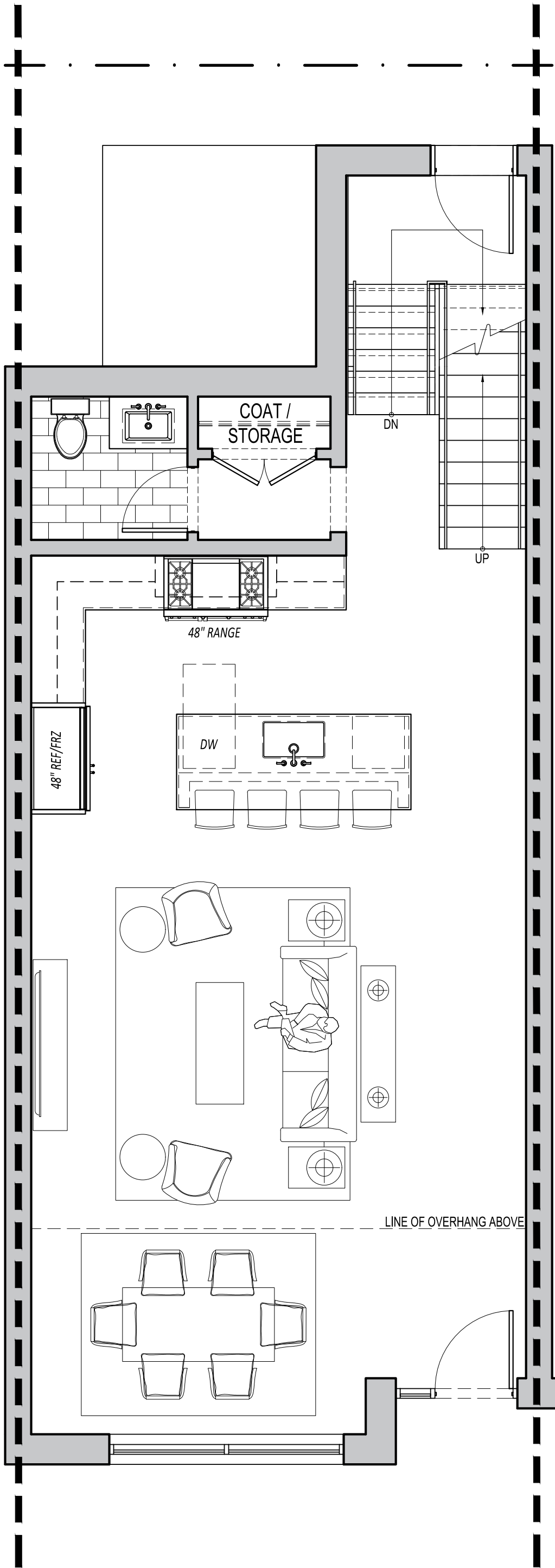
Drawing Name

UNIT PLANS - TYPE 'E'

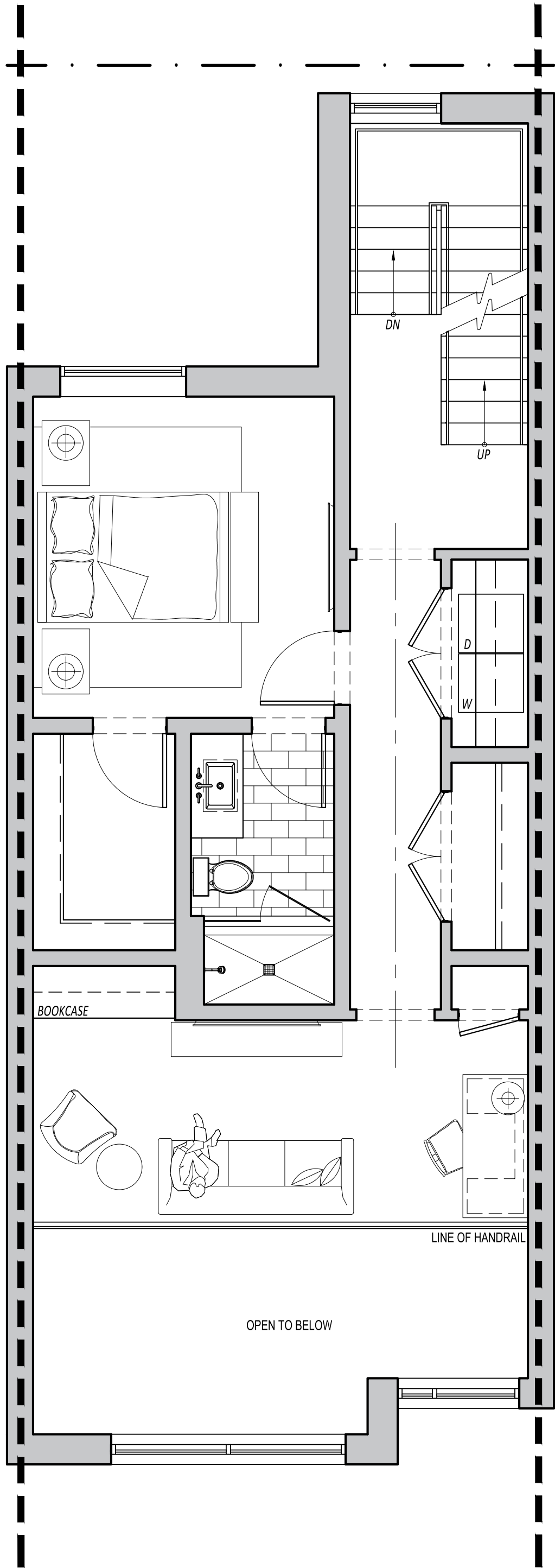
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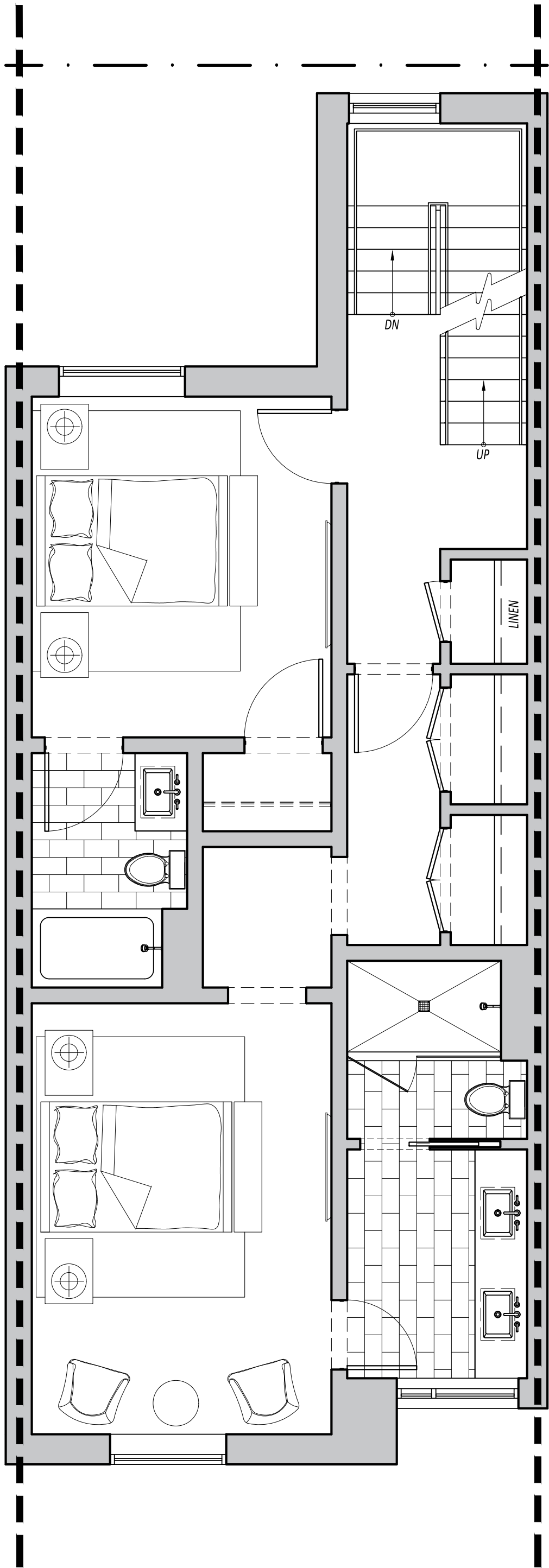
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SCALE: 1/4" = 1'-0"



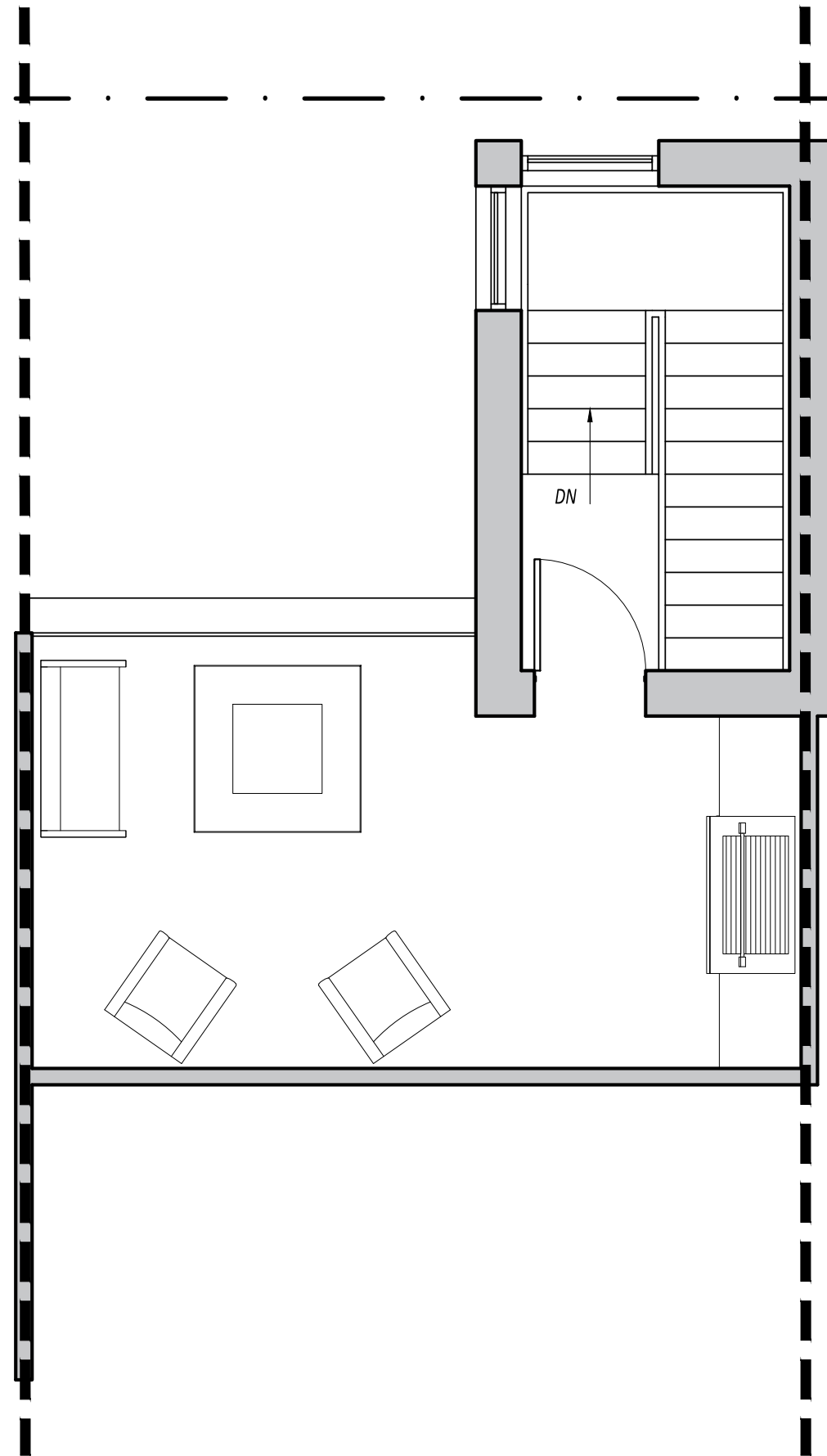
2 FIRST FLOOR PLAN
SCALE: 1/4" = 1'-0"



3 SECOND FLOOR PLAN
SCALE: 1/4" = 1'-0"



4 THIRD FLOOR PLAN
SCALE: 1/4" = 1'-0"



5 ROOF PLAN
SCALE: 1/4" = 1'-0"

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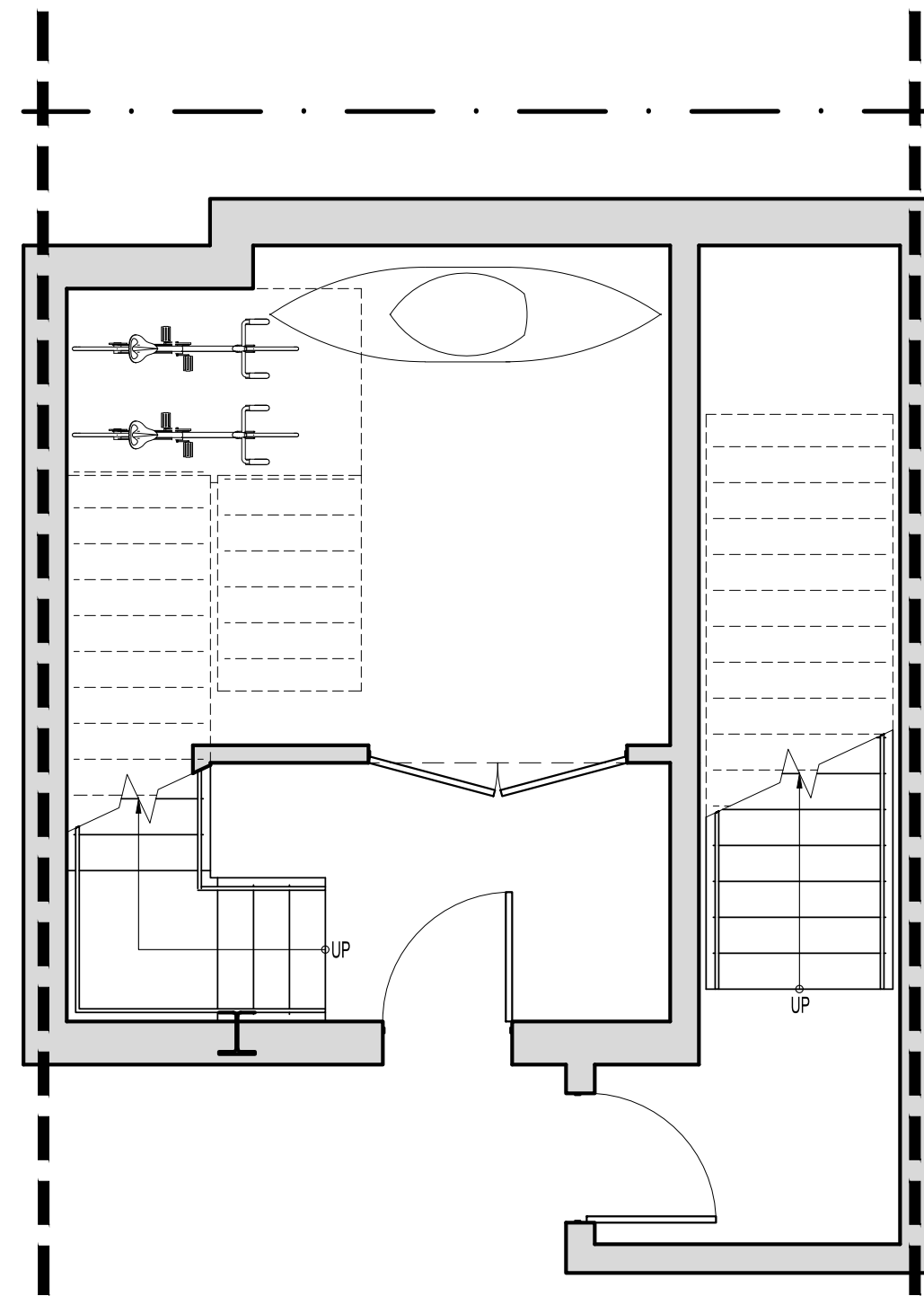
PROJECT
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JACKSON, WY 83001

1928	Project No.
KL/RB/JB/EY	Drawn By
EAD	Checked By
Discipline	Drawing No.

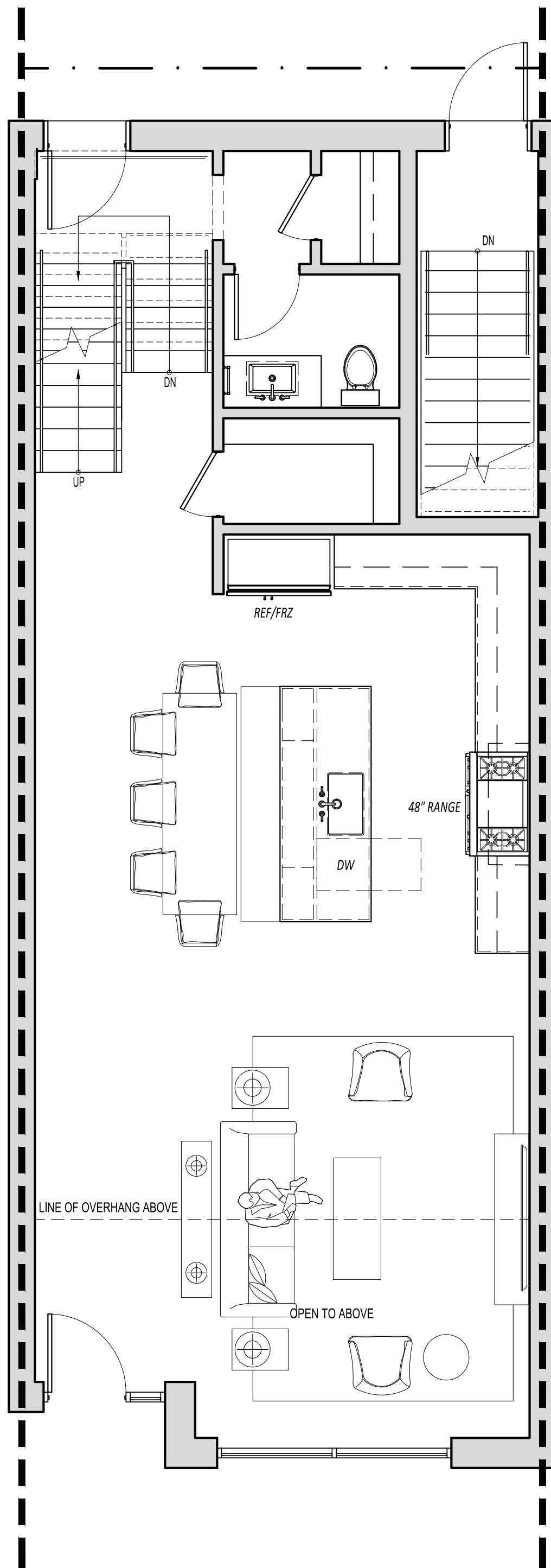
A 1.28

Drawing Name

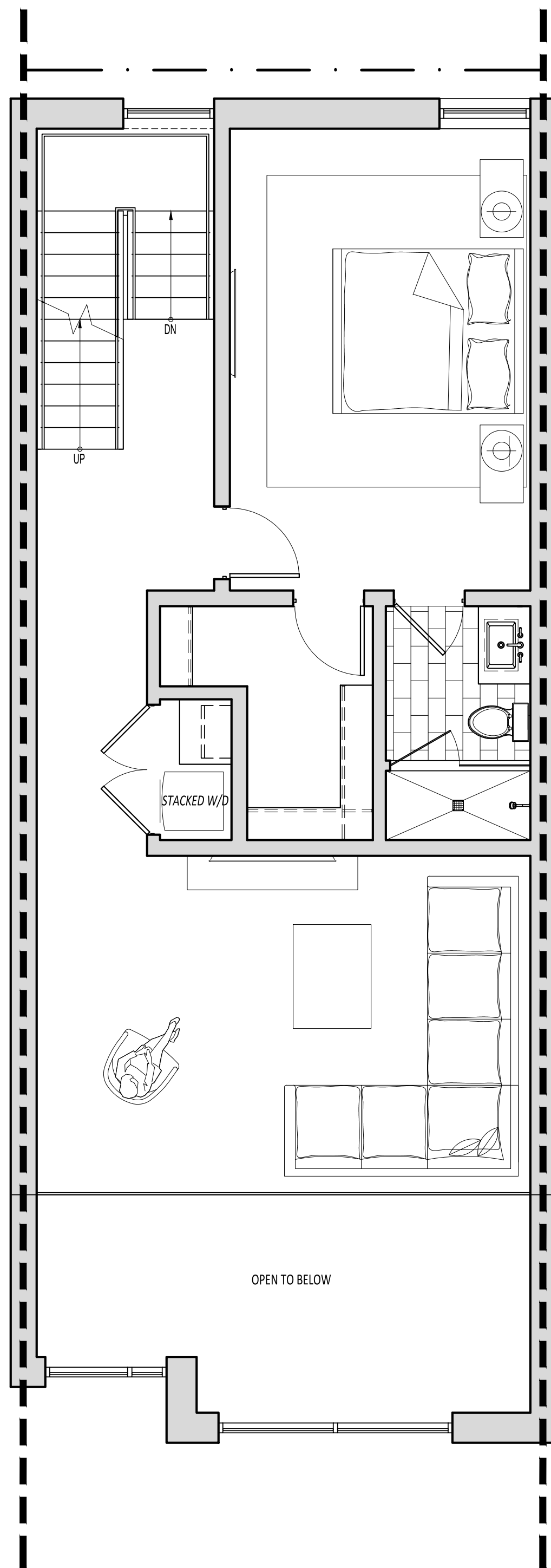
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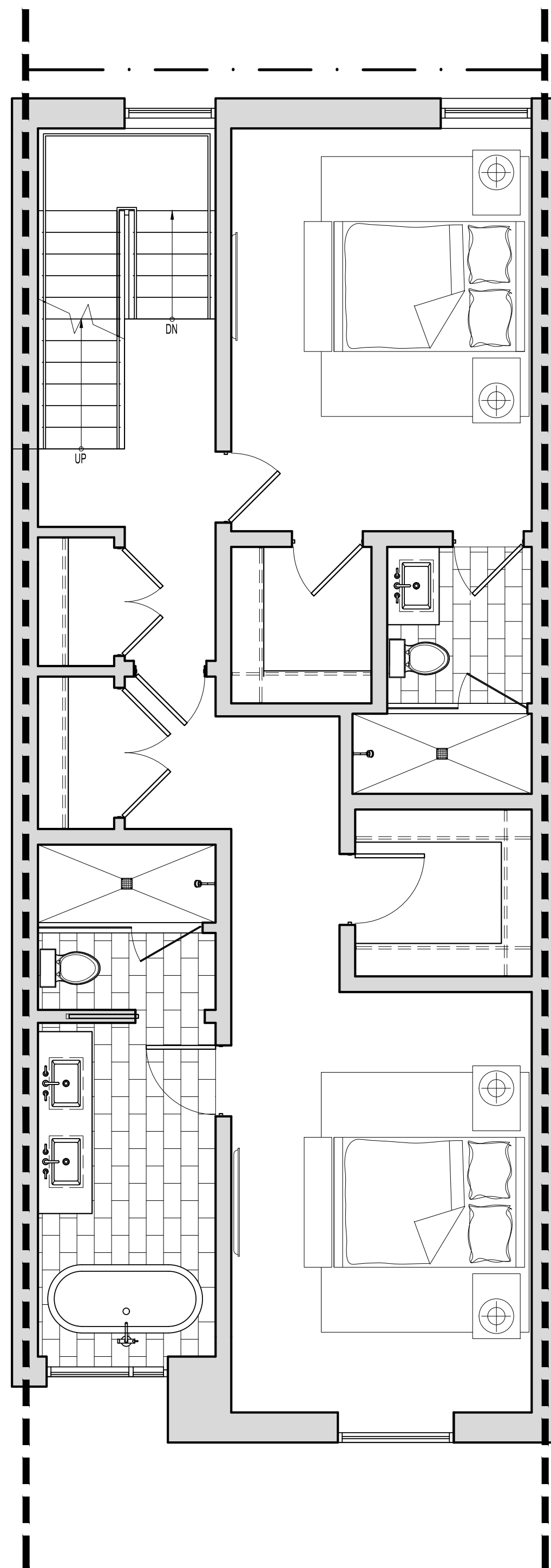
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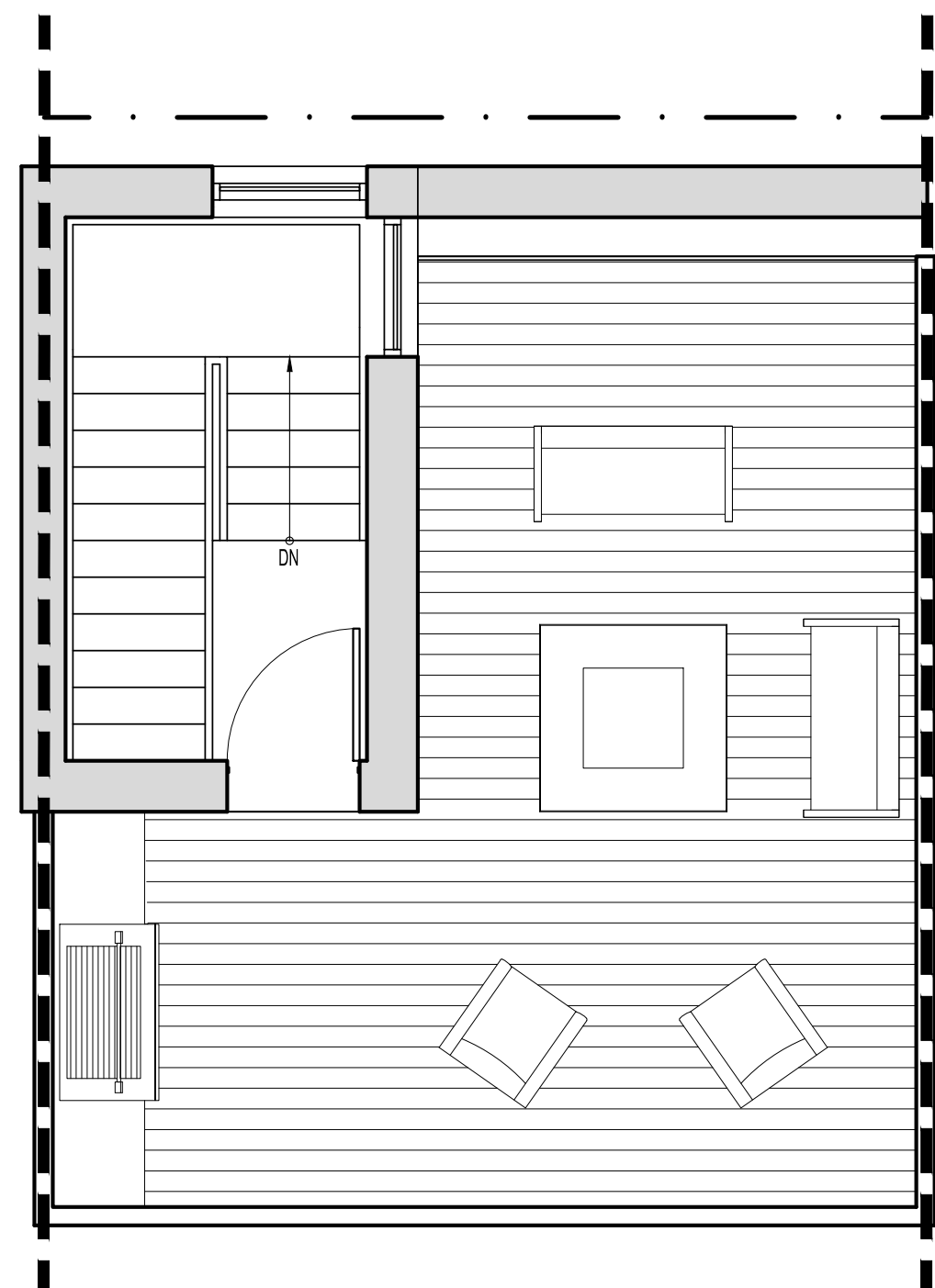
2 FIRST FLOOR PLAN
SCALE: 1/4"=1'-0"



3 SECOND FLOOR PLAN
SCALE: 1/4"=1'-0"



4 THIRD FLOOR PLAN
SCALE: 1/4"=1'-0"



5 ROOF PLAN
SCALE: 1/4"=1'-0"

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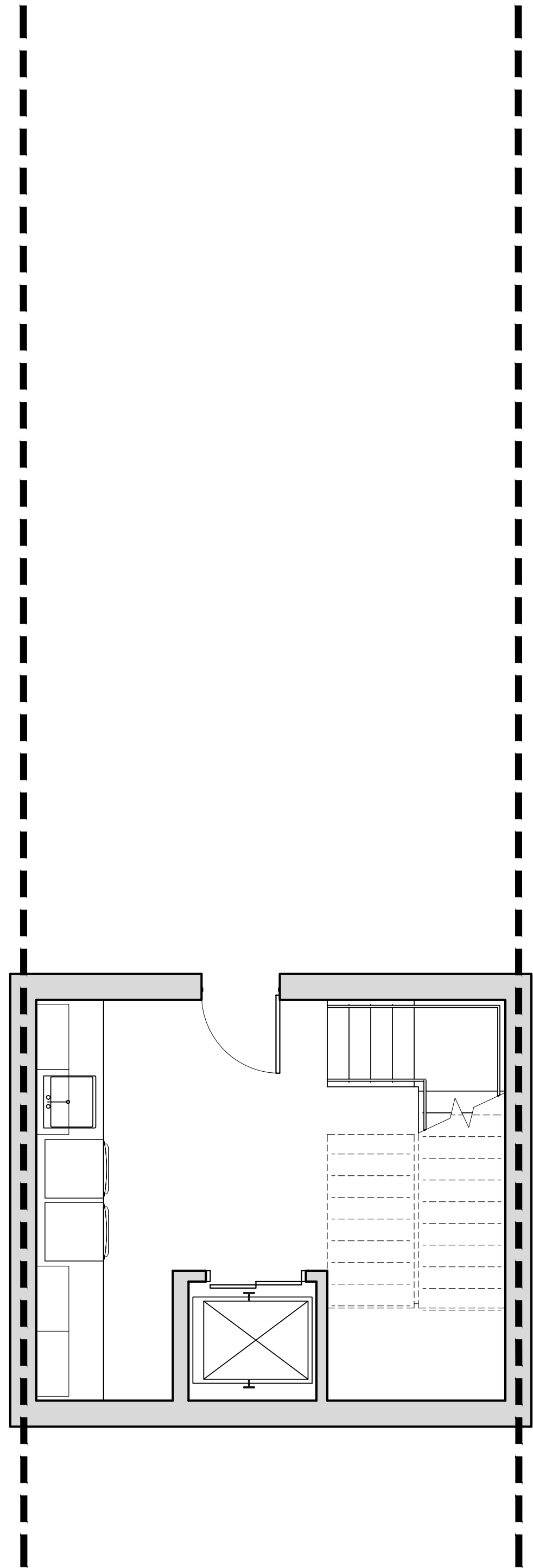
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KL/RB/JB/EY	Drawn By
EAD	Checked By
Discipline	Drawing No.

A 1.29

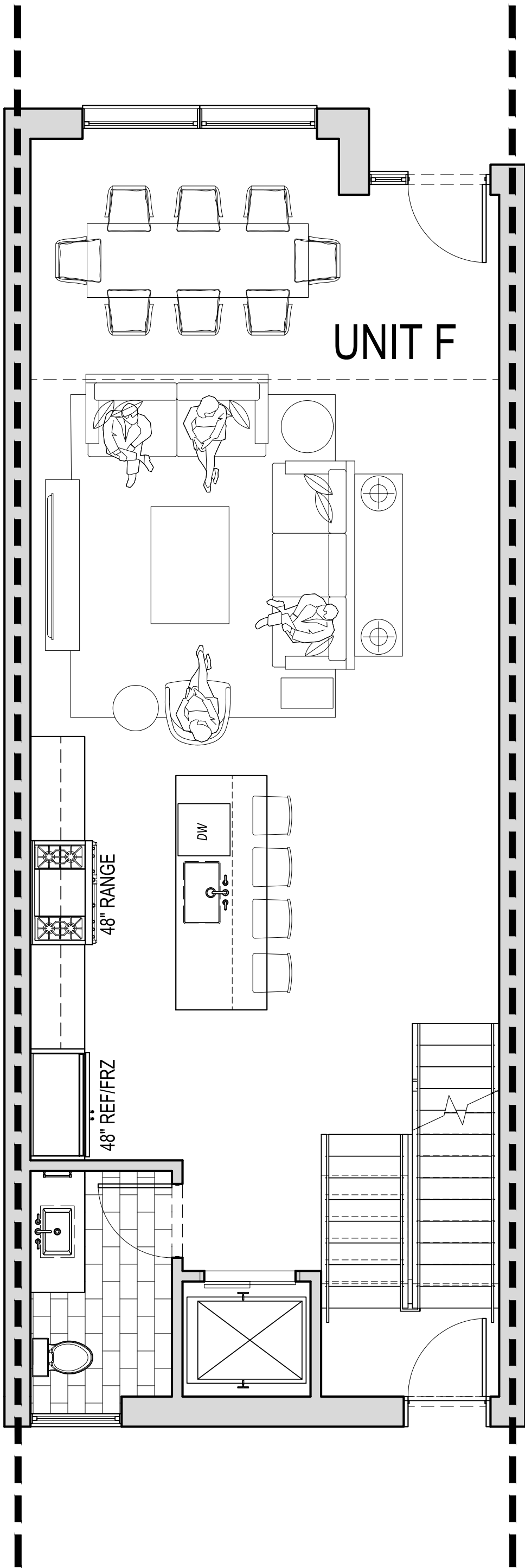
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UNIT PLANS - TYPE 'E.2'

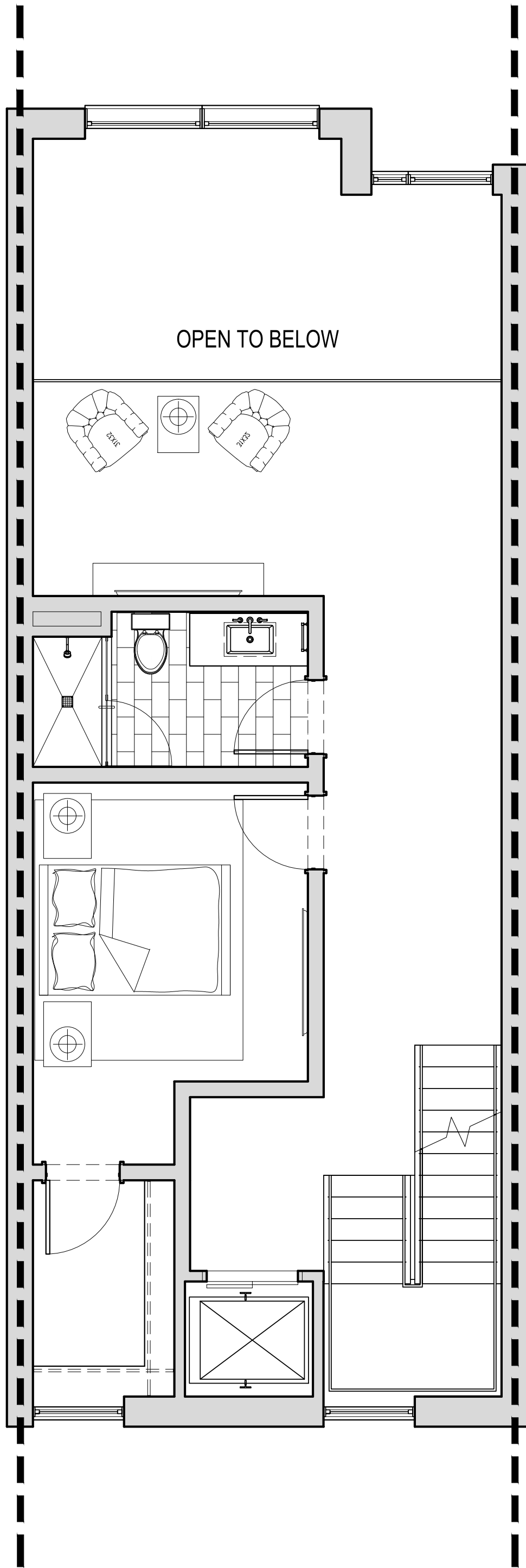
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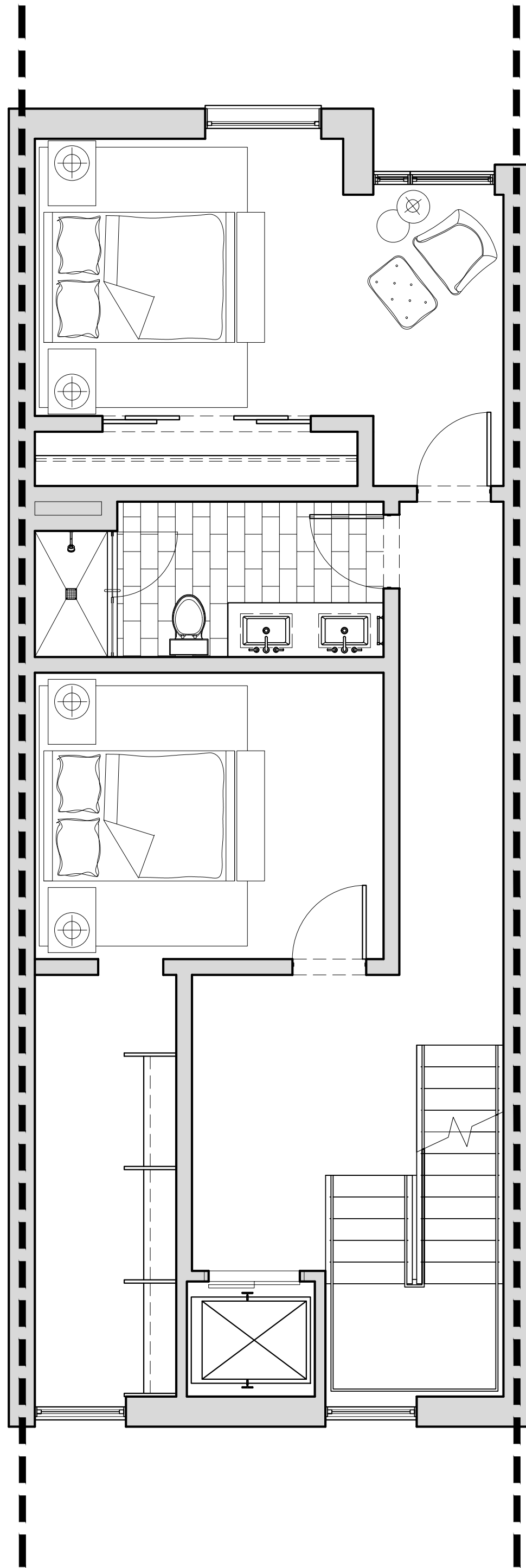
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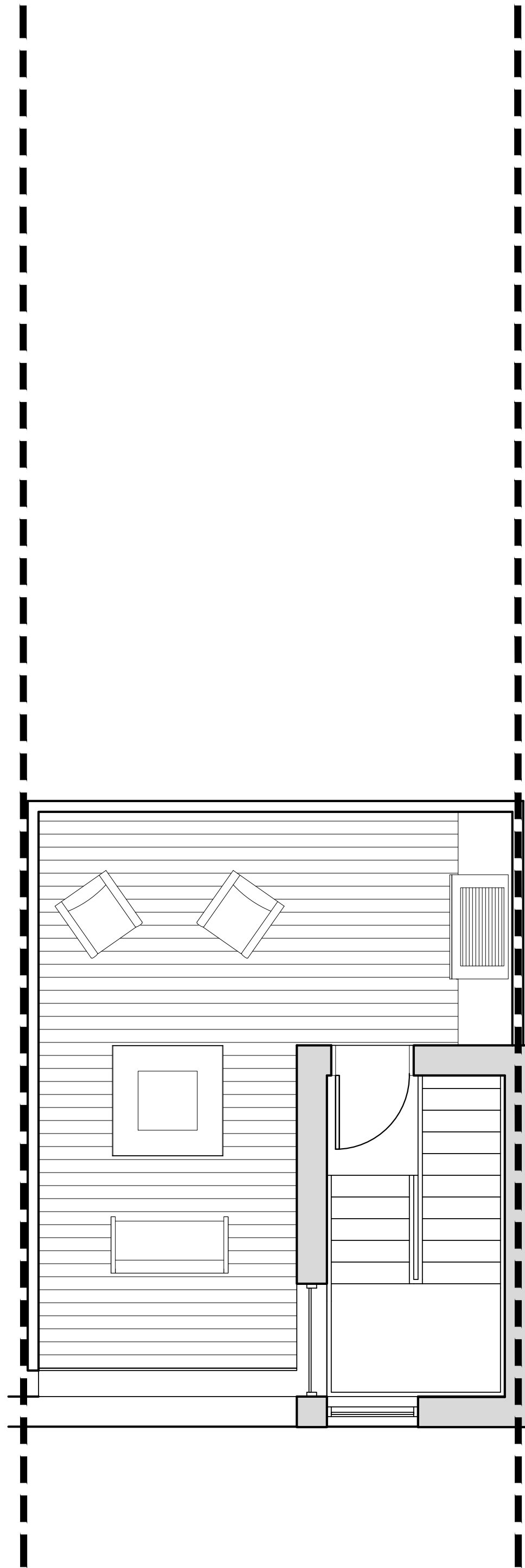
2 FIRST FLOOR PLAN
SCALE: 1/4"=1'-0"



3 SECOND FLOOR PLAN
SCALE: 1/4"=1'-0"



4 THIRD FLOOR PLAN
SCALE: 1/4"=1'-0"



5 ROOF PLAN
SCALE: 1/4"=1'-0"

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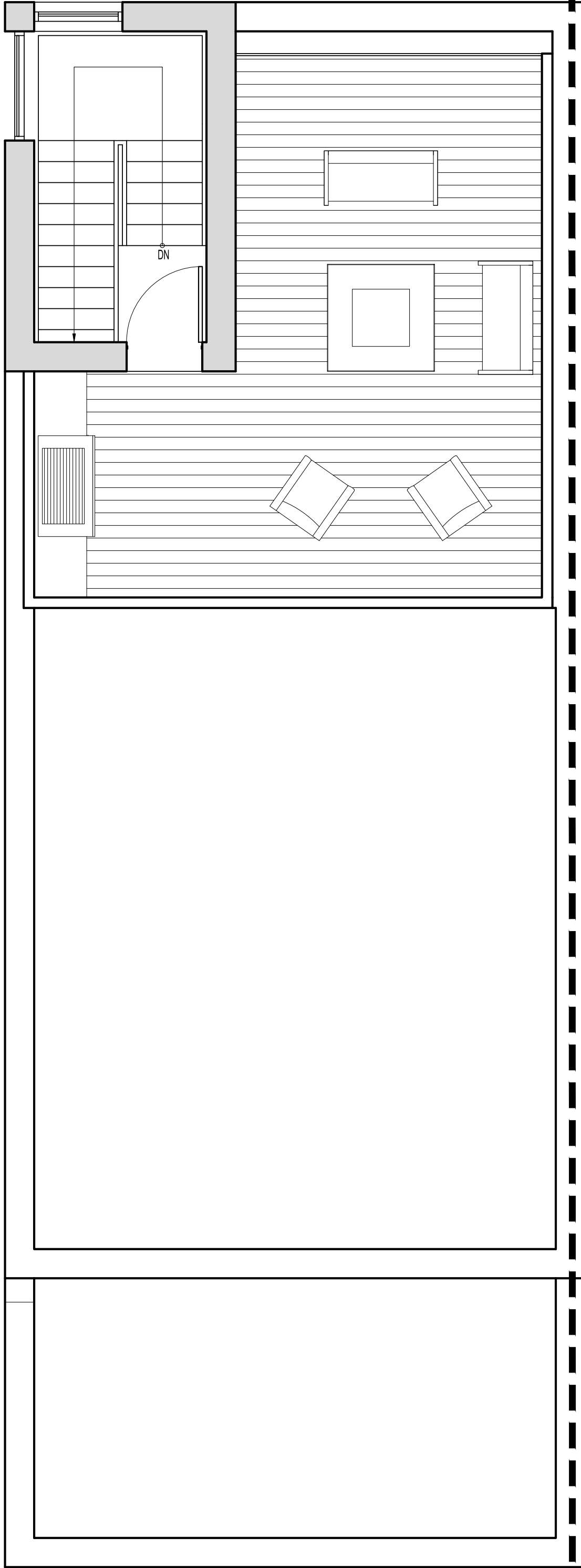
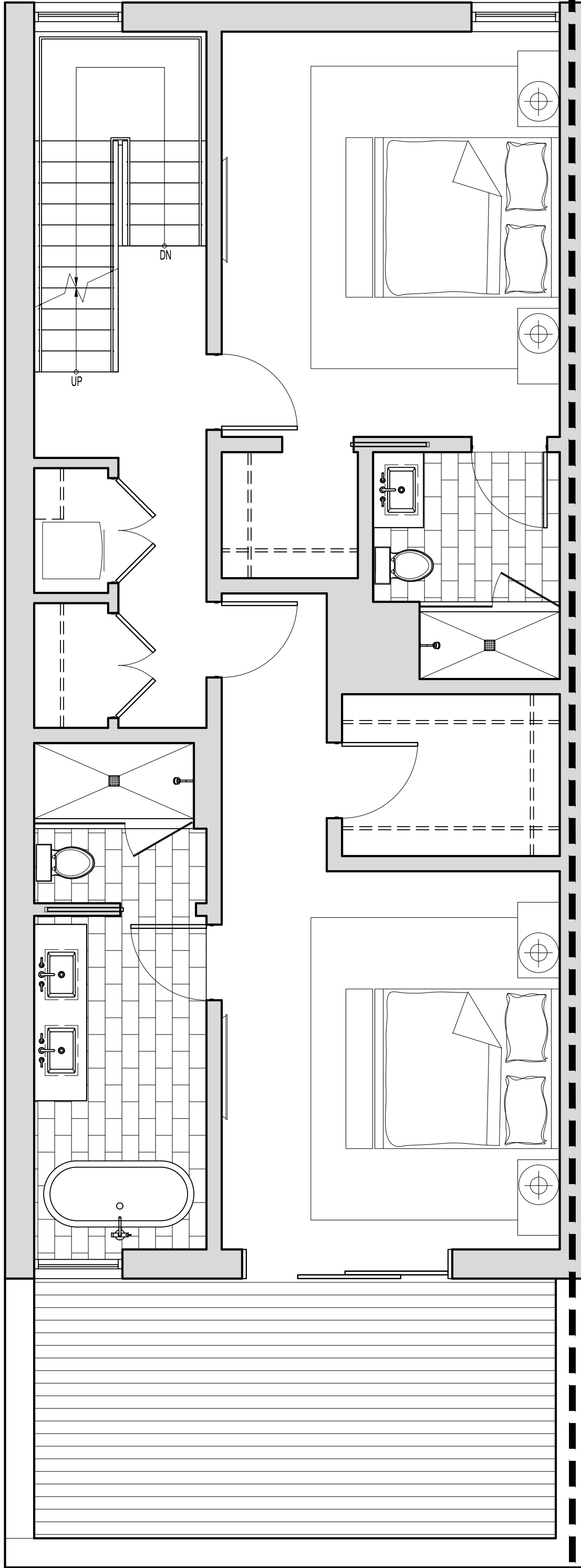
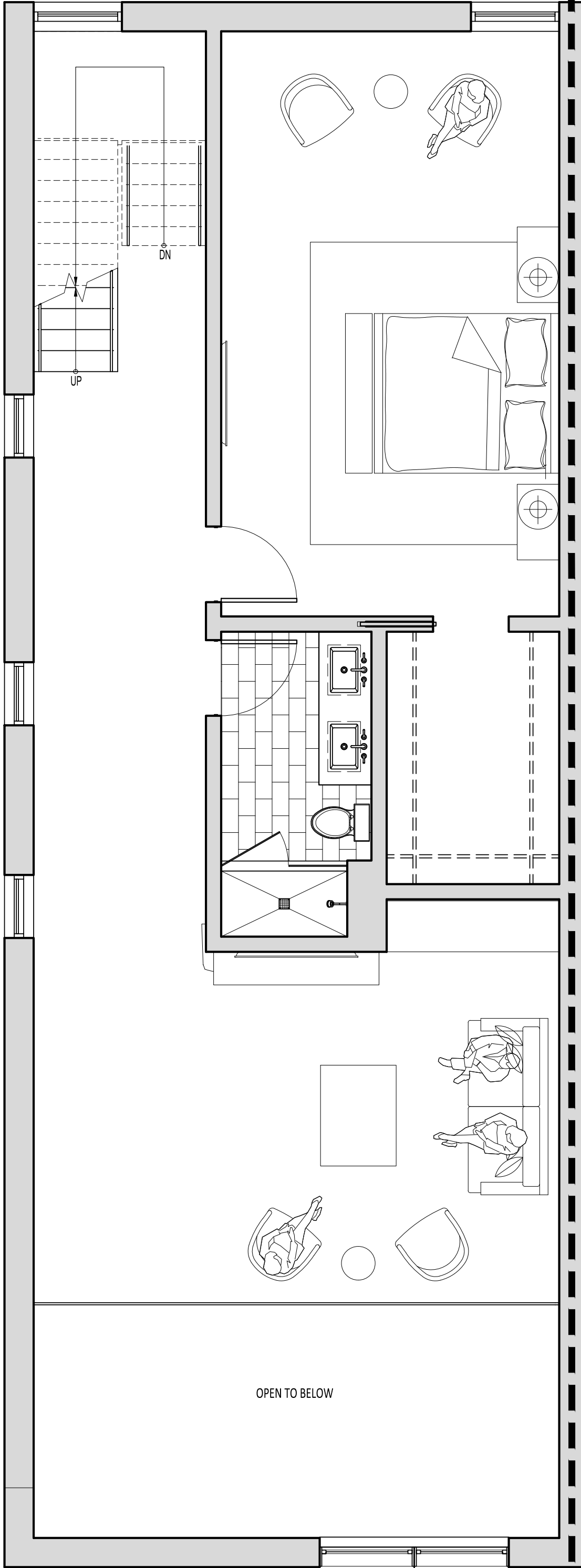
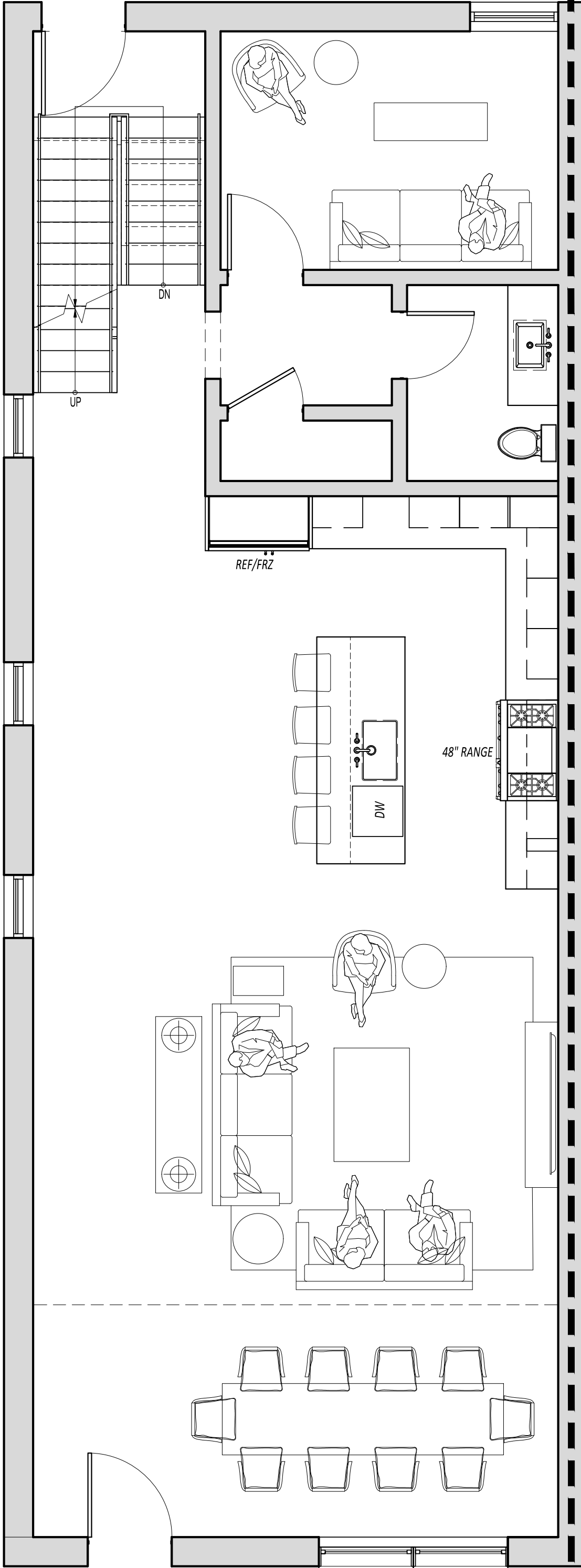
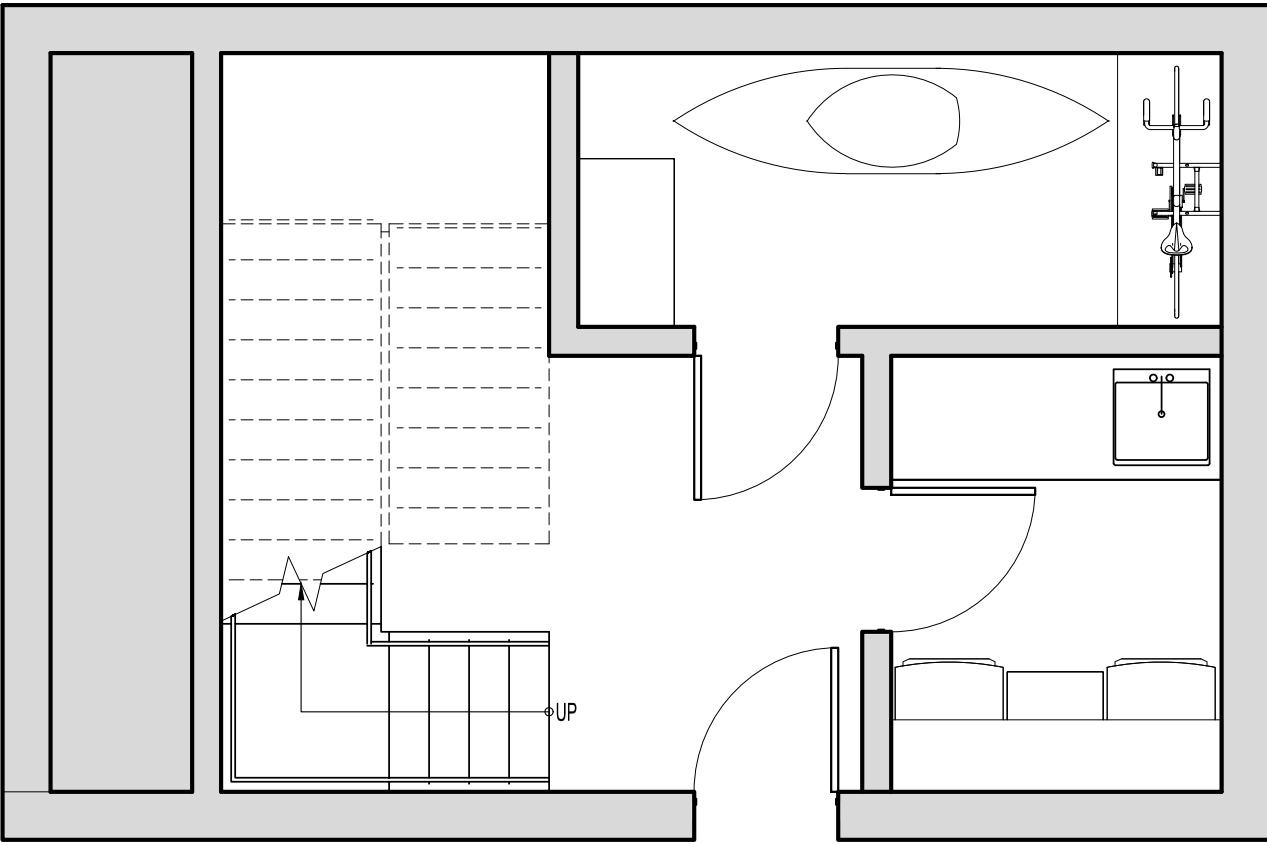
PROJECT
GLENWOOD GILL
165 AND 185 GLENWOOD ST.
JACKSON, WY 83001

1928	Project No.
KL/RB/JB/EY	Drawn By
EAD	Checked By
Discipline	Drawing No.

A 1.30

Drawing Name

UNIT PLANS - TYPE 'F'



1 BASEMENT PLAN
SCALE: 1/4" = 1'-0"

2 FIRST FLOOR PLAN
SCALE: 1/4" = 1'-0"

3 SECOND FLOOR PLAN
SCALE: 1/4" = 1'-0"

4 THIRD FLOOR PLAN
SCALE: 1/4" = 1'-0"

5 ROOF PLAN
SCALE: 1/4" = 1'-0"

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JACKSON, WY 83001

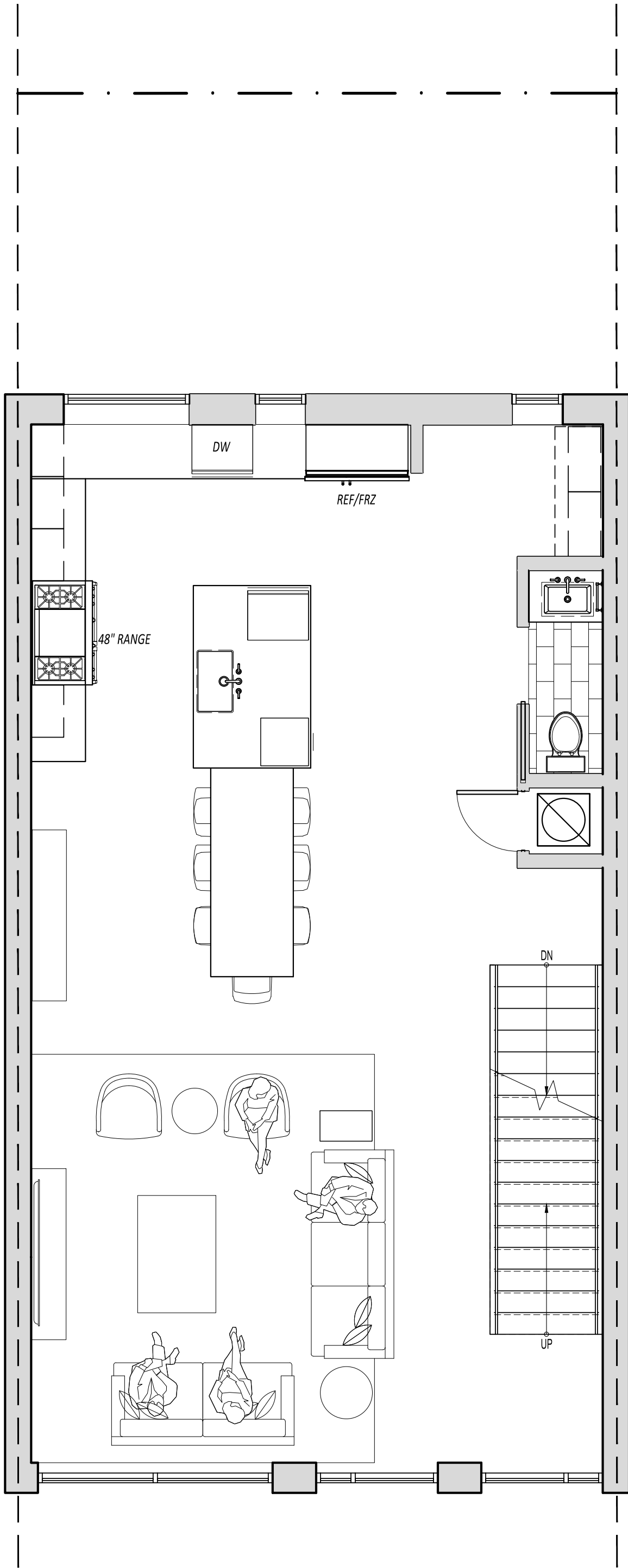
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KL/RB/JB/EY	Drawn By
EAD	Checked By
Discipline	Drawing No.

A 1.32

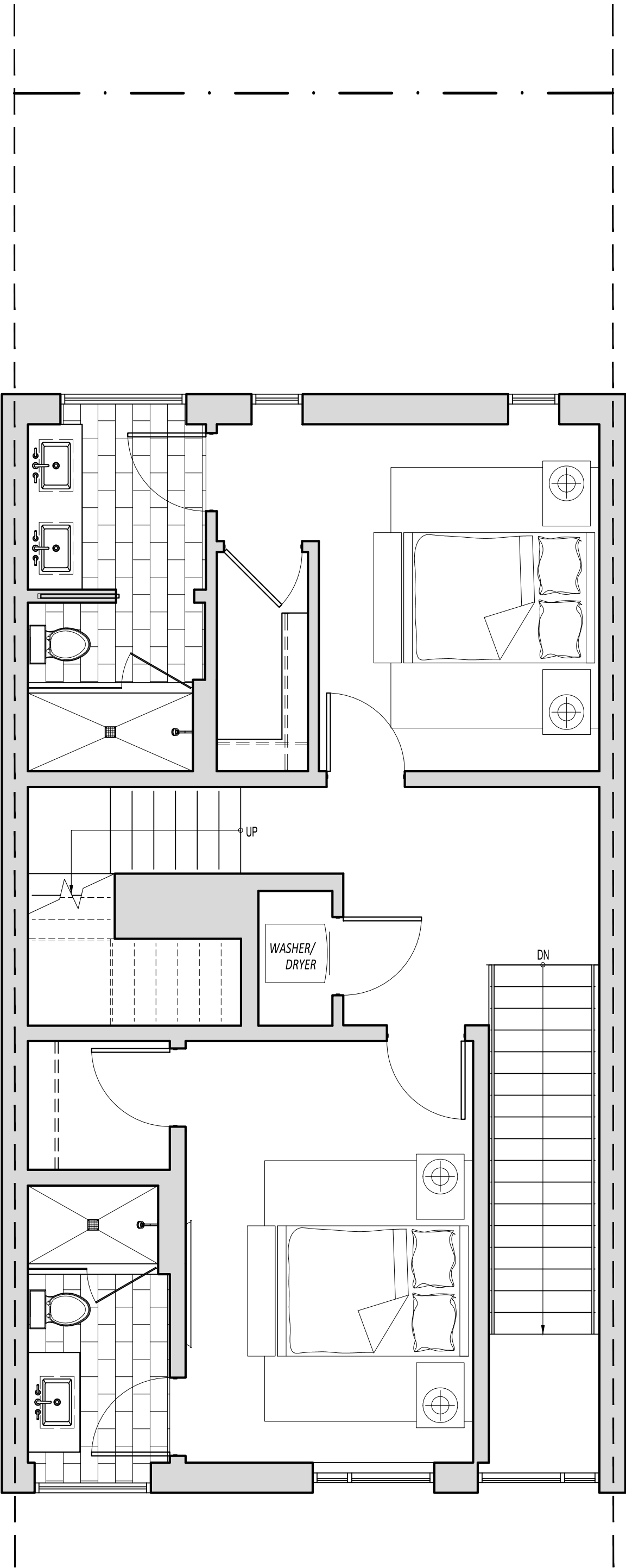
Drawing Name

UNIT PLANS - TYPE 'H'

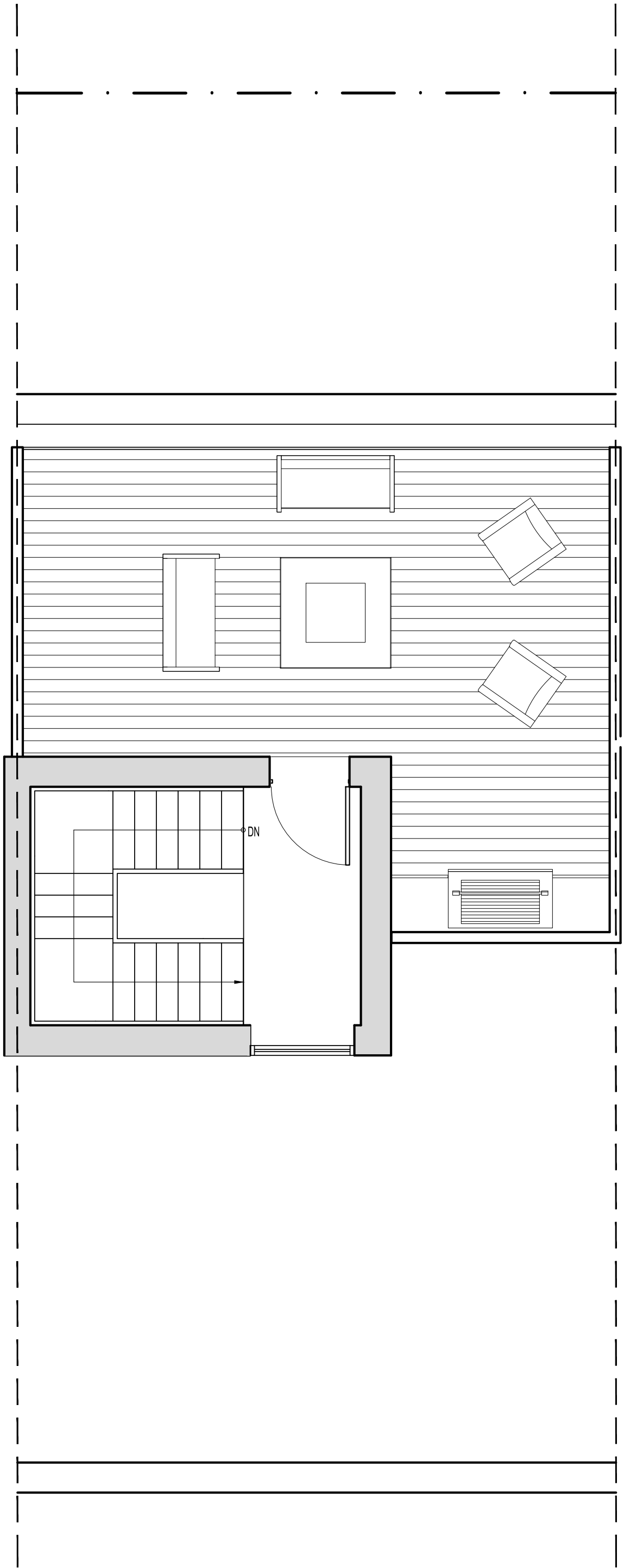
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1 FIRST FLOOR PLAN
SCALE: 1/4"=1'-0"



2 SECOND FLOOR PLAN
SCALE: 1/4"=1'-0"



3 ROOF PLAN
SCALE: 1/4"=1'-0"

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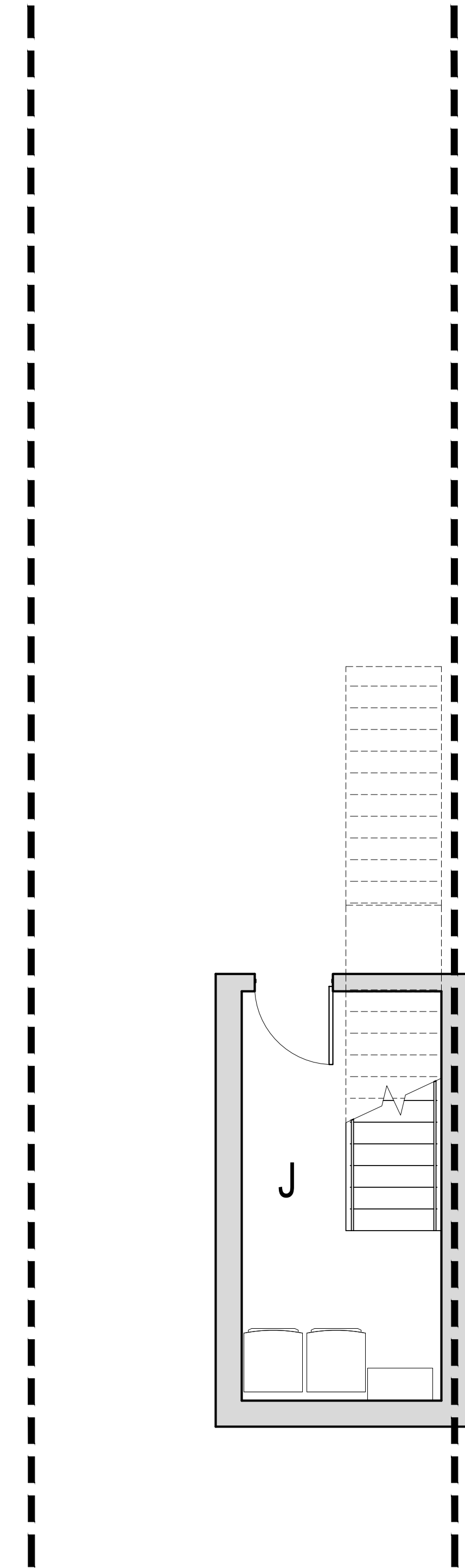
PROJECT
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165 AND 185 GLENWOOD ST.
JACKSON, WY 83001

1928	Project No.
KL/RB/JB/EY	Drawn By
EAD	Checked By
Discipline	Drawing No.

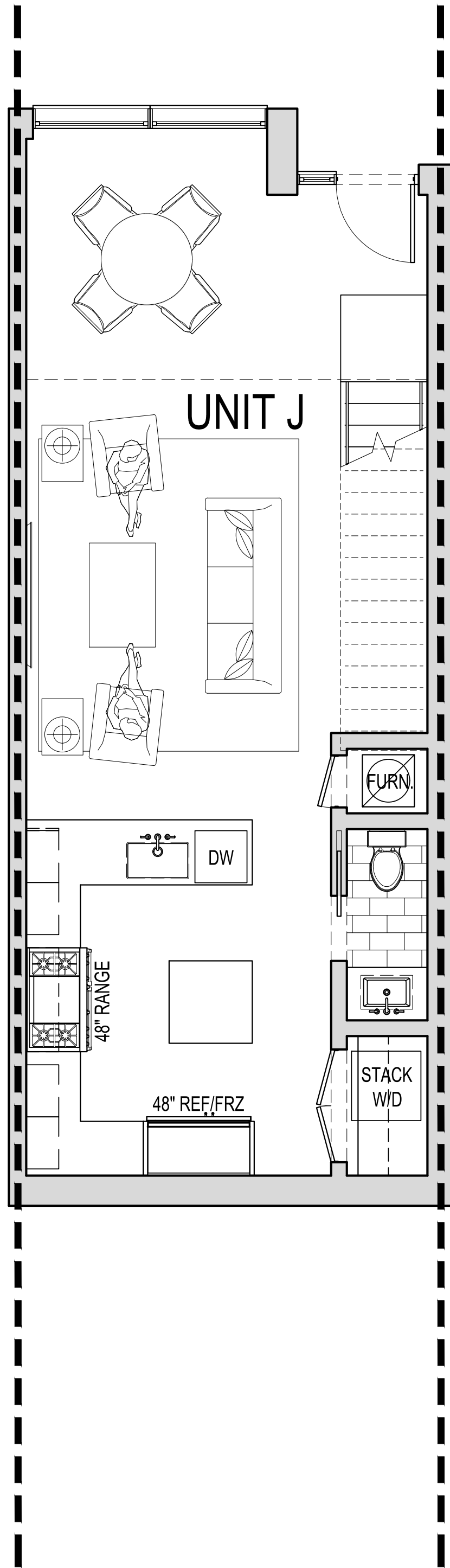
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Drawing Name

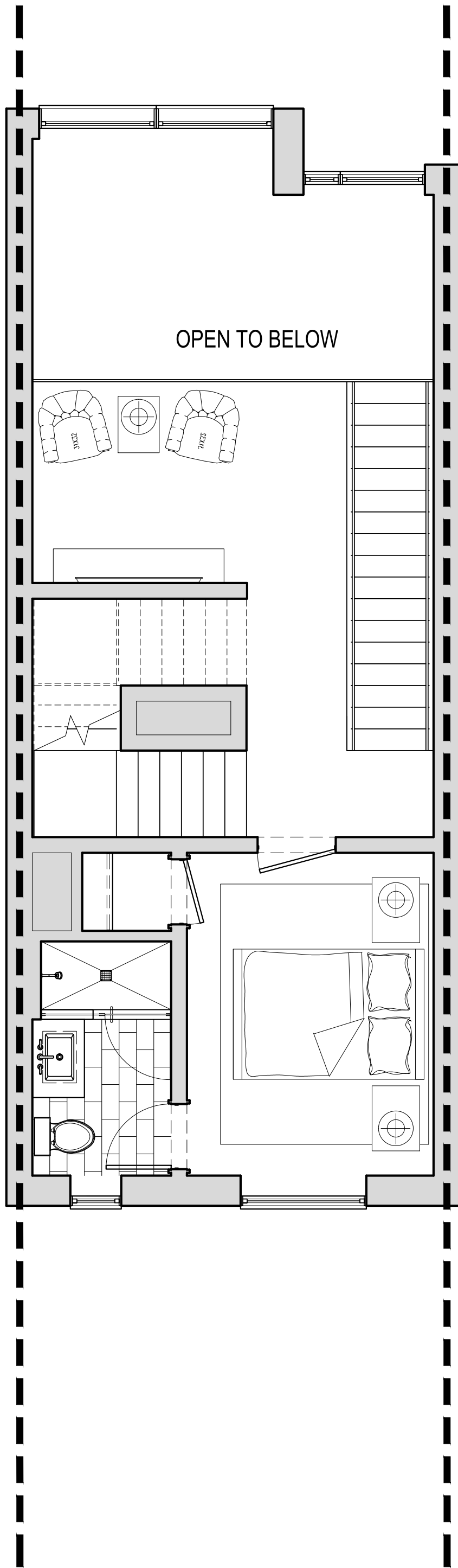
UNIT PLANS - TYPE 'I'



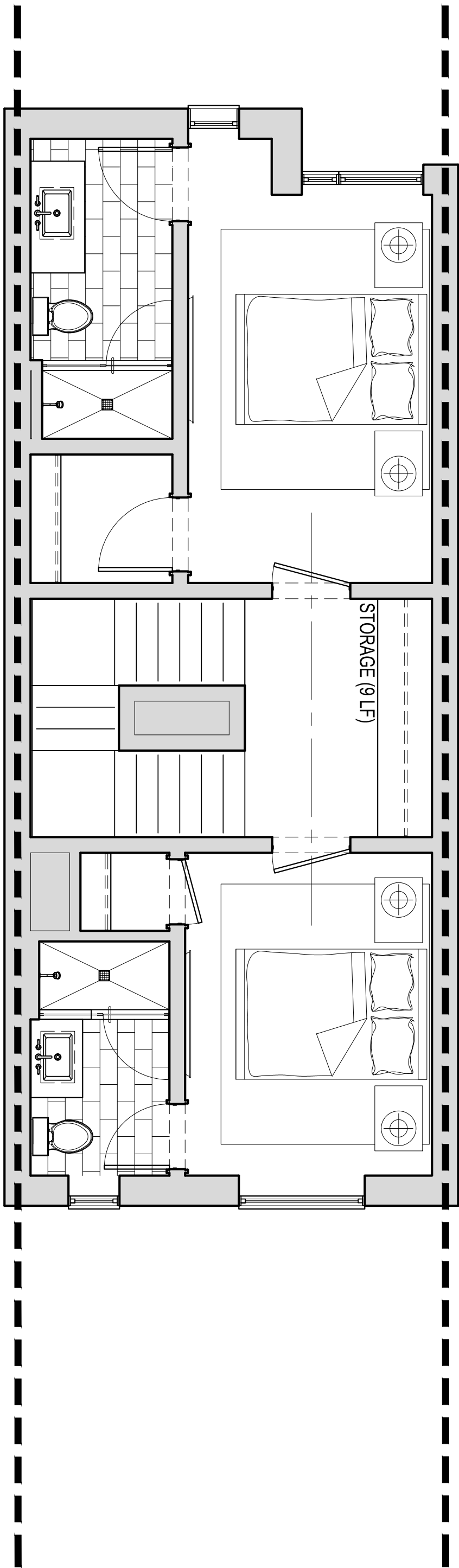
1 BASEMENT PLAN
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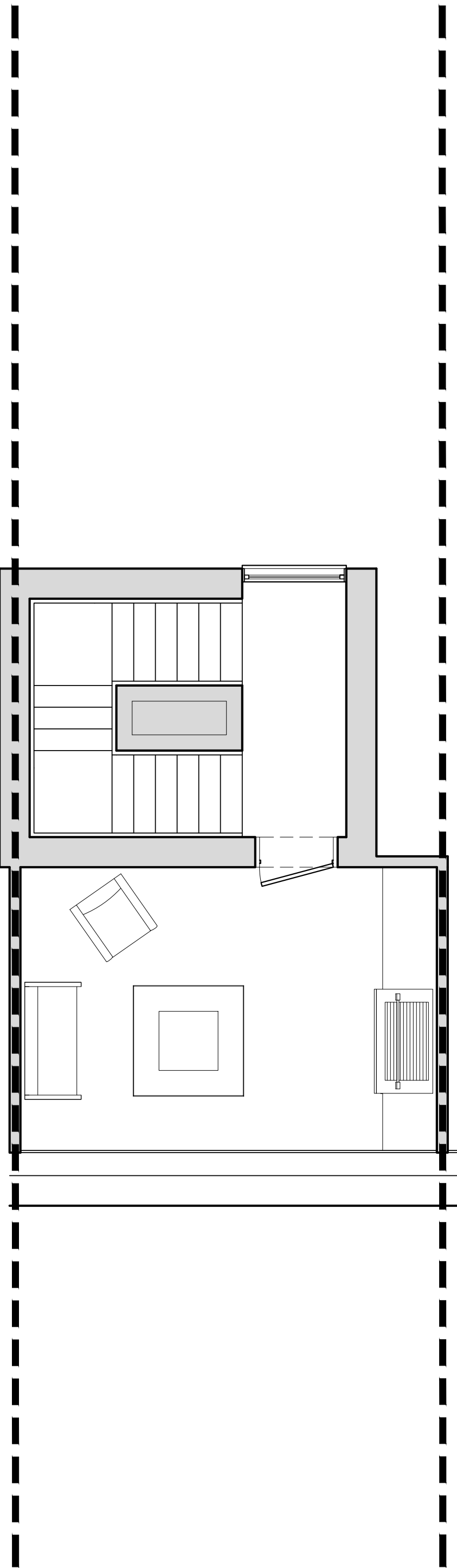
2 FIRST FLOOR PLAN
SCALE: 1/4"=1'-0"



3 SECOND FLOOR PLAN
SCALE: 1/4"=1'-0"



4 THIRD FLOOR PLAN
SCALE: 1/4"=1'-0"



5 ROOF PLAN
SCALE: 1/4"=1'-0"

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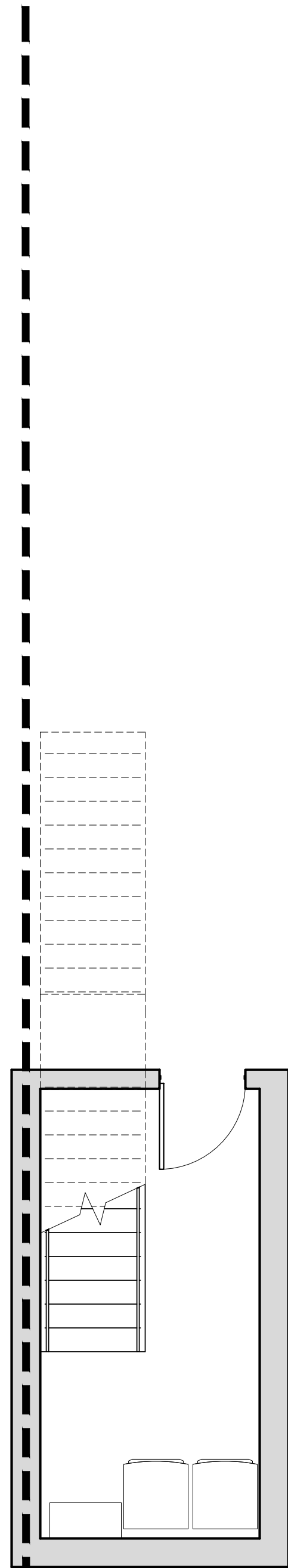
PROJECT
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1928	Project No.
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Discipline	Drawing No.

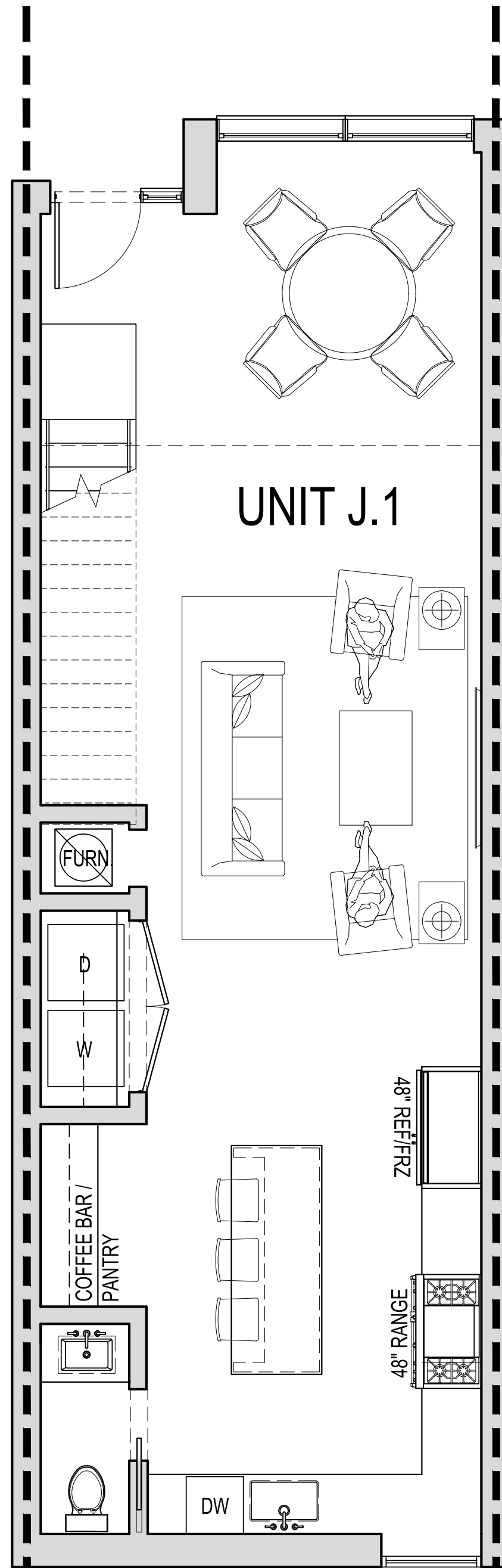
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Drawing Name

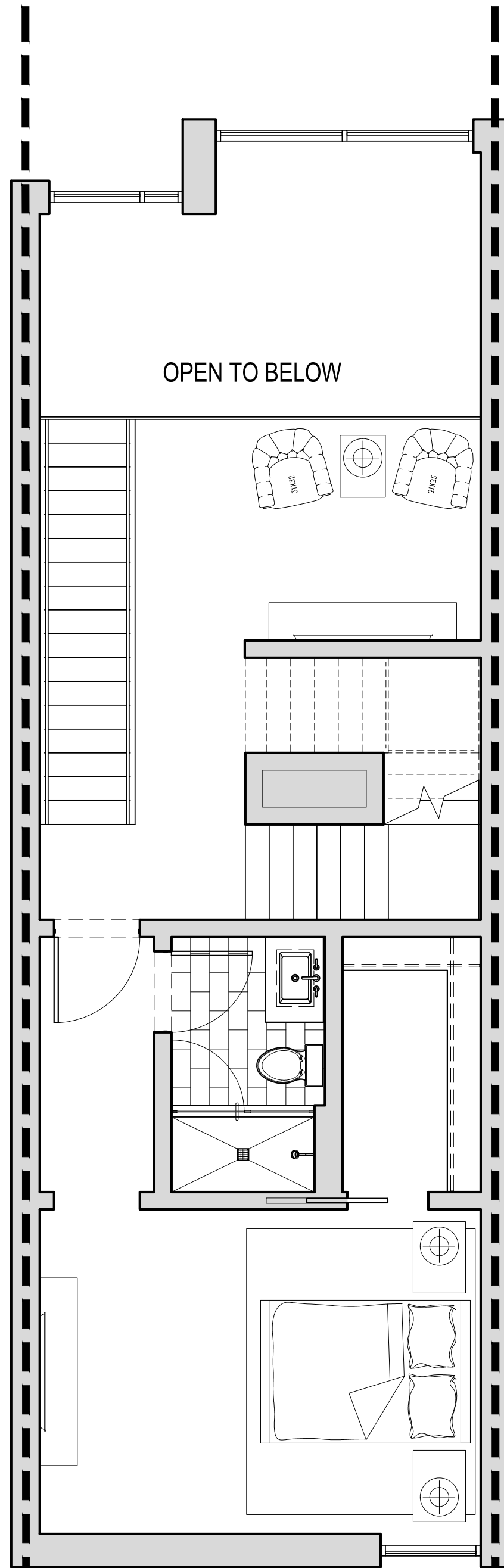
UNIT PLANS - TYPE 'J'



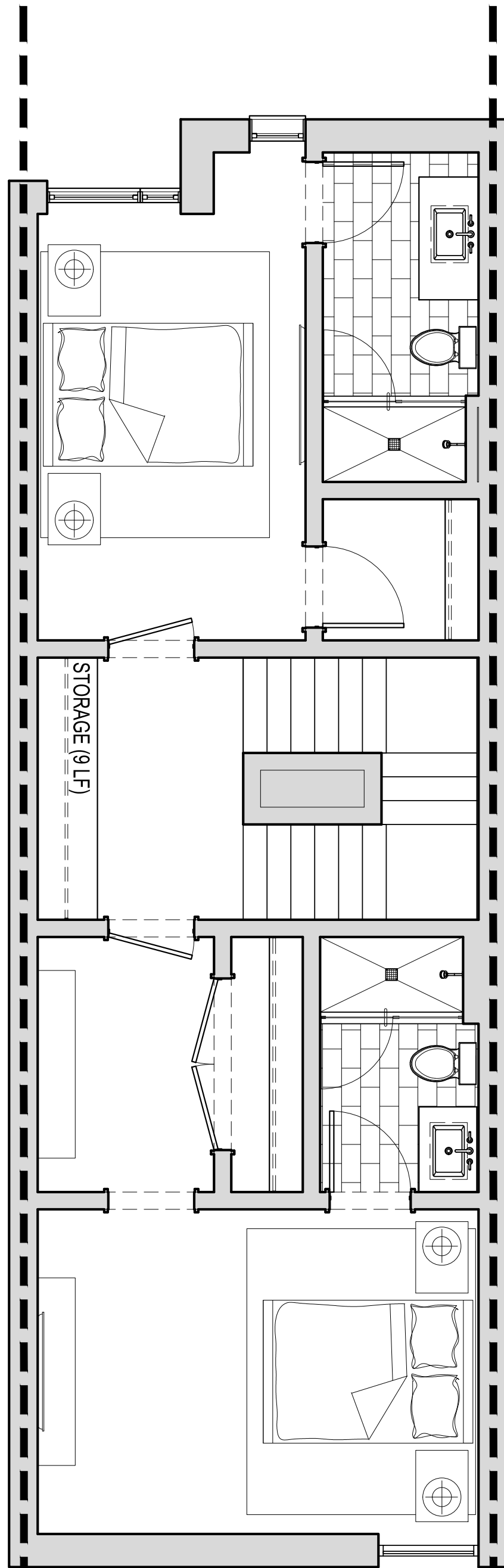
1 BASEMENT PLAN
SCALE: 1/4"=1'-0"



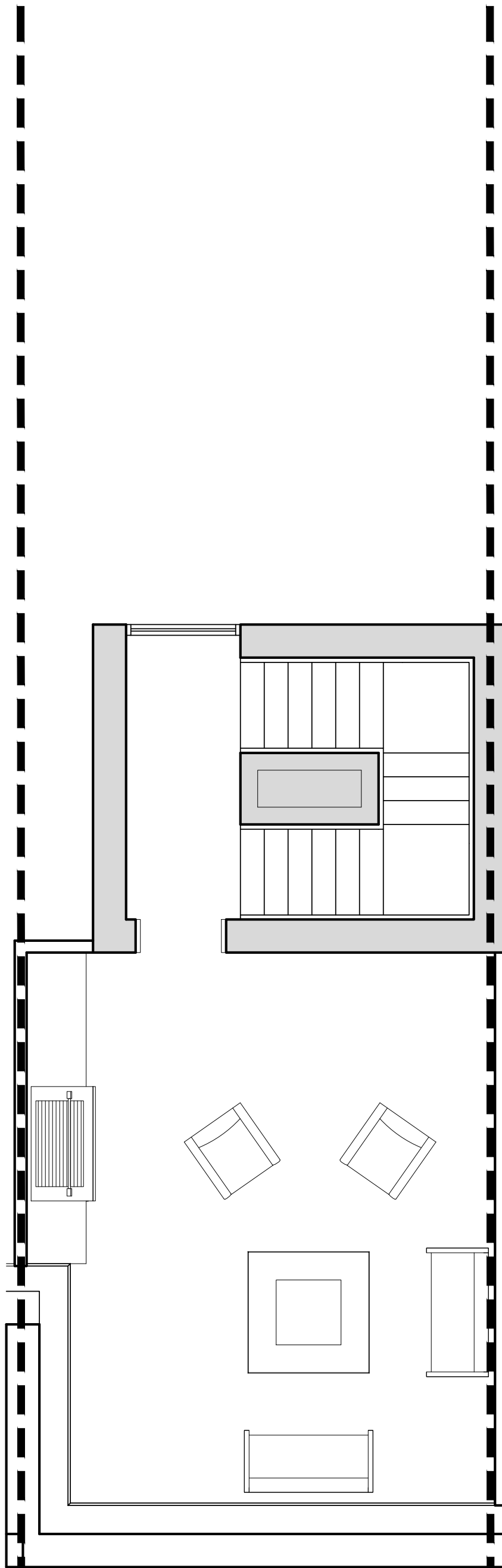
2 FIRST FLOOR PLAN
SCALE: 1/4"=1'-0"



3 SECOND FLOOR PLAN
SCALE: 1/4"=1'-0"



4 THIRD FLOOR PLAN
SCALE: 1/4"=1'-0"



5 ROOF PLAN
SCALE: 1/4"=1'-0"

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JACKSON, WY 83001

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EAD	Checked By
Discipline	Drawing No.

A 1.35

Drawing Name

UNIT PLANS - TYPE 'J.1'



EAST ELEVATION - GLENWOOD STREET



NORTH ELEVATION - GILL AVENUE



WEST ELEVATION - ALLEY



SOUTH ELEVATION



WEST ELEVATION - COURTYARD



EAST ELEVATION - COURTYARD



INTERSECTION OF GLENWOOD STREET & GILL AVENUE



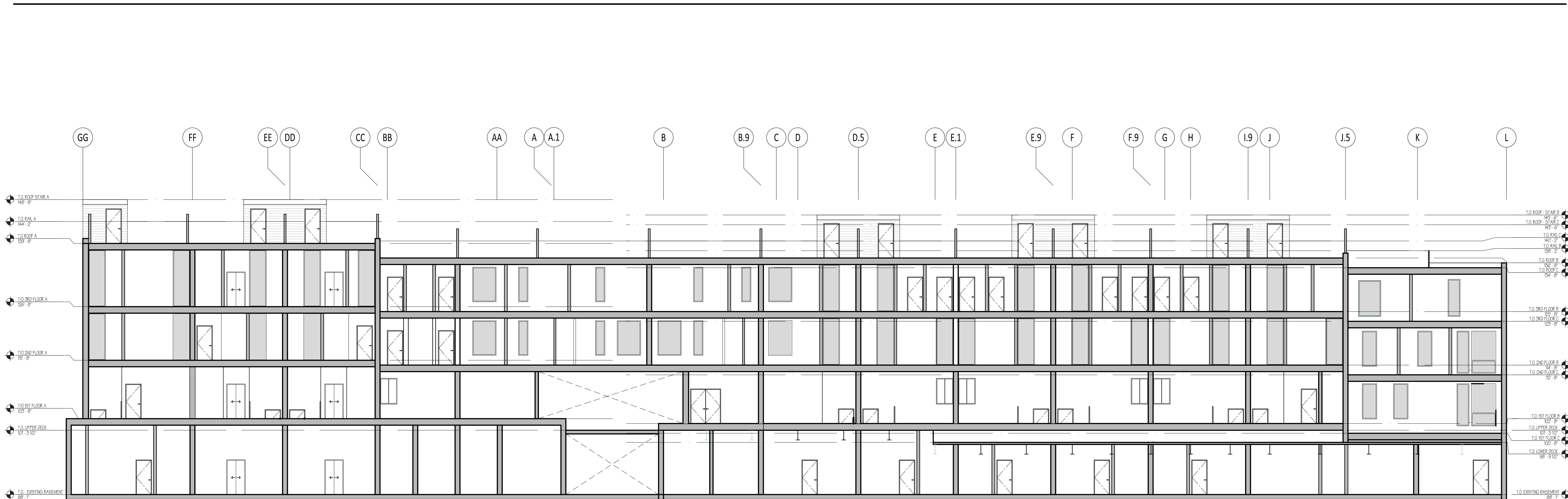
GILL AVENUE VIEW



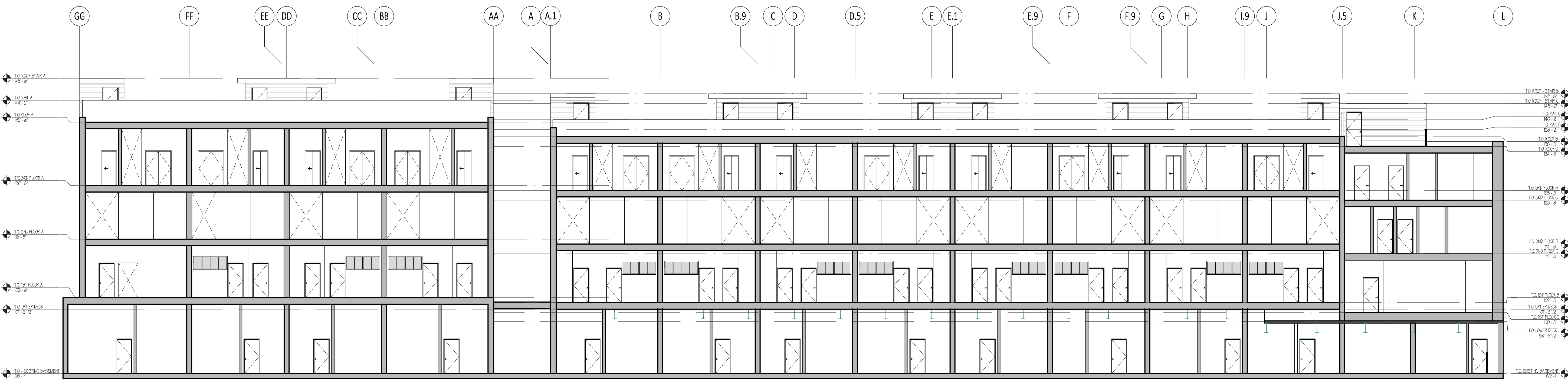
COURTYARD VIEW



ALLEY VIEW



2 NORTH/SOUTH BUILDING SECTION 2
SCALE: 3/32" = 1'-0"



1 NORTH/SOUTH BUILDING SECTION 1
SCALE: 3/32" = 1'-0"

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JACKSON, WY 83001

1928

Project No.

KL/RB/JB/EY

Drawn By

EAD

Checked By

Discipline

Drawing No.

A

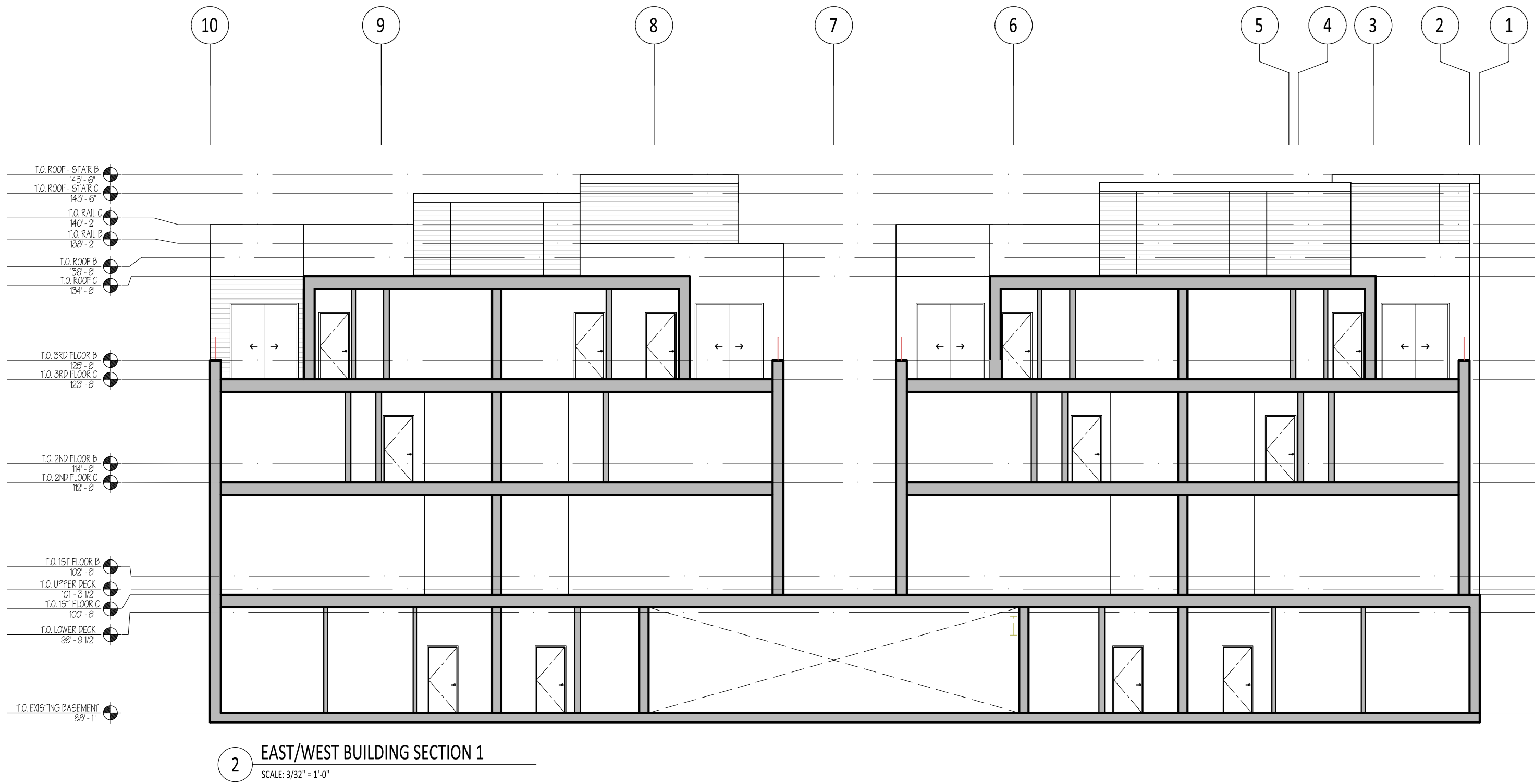
3.0

Drawing Name

BUILDING SECTIONS

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Any discrepancies shall be reported immediately to the Architect before proceeding. Only figured dimensions should be used. Contractors and fabricators to verify all dimensions on site prior to beginning Work.

NOT FOR CONSTRUCTION / FOR COORDINATION ONLY

ISSUED DATE		ISSUED FOR
■	10.25.2019	DEVELOPMENT PLAN REVIEW

PROFESSIONAL SEAL

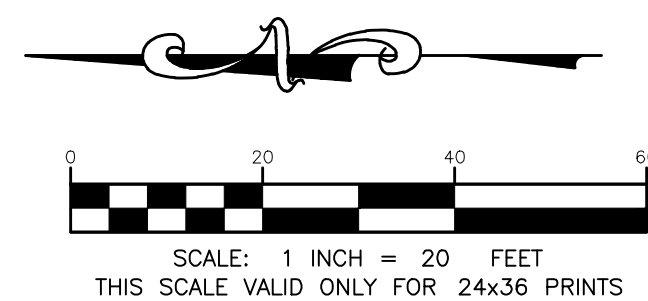
PROJECT
GLENWOOD GILL
165 AND 185 GLENWOOD ST.
JACKSON, WY 83001

1928	Project No.
KL/RB/JB/EY	Drawn By
EAD	Checked By
Discipline	Drawing No.

A 3.1

Drawing Name

BUILDING SECTIONS



1. ALL SITE WORK SHALL BE PERFORMED IN ACCORDANCE WITH THE LATEST EDITION OF ANY APPLICABLE PUBLIC WORKS STANDARD SPECIFICATIONS AND ARTICLE 4 OF THE TOWN OF JACKSON LAND DEVELOPMENT REGULATIONS.
2. EXISTING BASE MAPPING WAS PREPARED BY ON SITE LAND SURVEYORS.
3. IT IS THE CONTRACTOR'S RESPONSIBILITY TO OBTAIN A WYOMING DEPARTMENT OF ENVIRONMENTAL QUALITY NPDES STORMWATER PERMIT PRIOR TO COMMENCING ANY LAND DISTURBING ACTIVITIES.
4. CONTRACTOR SHALL CONSTRUCT EROSION CONTROL STRUCTURES PRIOR TO ANY EARTHWORK OR CONSTRUCTION. CONTROL STRUCTURES SHALL BE CONSTRUCTED AND MAINTAINED BY CONTRACTOR UNTIL VEGETATION IS REESTABLISHED IN DISTURBED AREAS.
5. CONTRACTOR SHALL VERIFY ALL DIMENSIONS IN THE FIELD AND SHALL PROMPTLY NOTIFY THE ENGINEER OF ANY VARIATIONS OR DISCREPANCIES.
6. BURIED UTILITIES
 - 6.1. CONTRACTOR SHALL VERIFY LOCATION OF ALL BURIED AND OVERHEAD UTILITIES PRIOR TO ANY EXCAVATION IN THE VICINITY. UTILITY LOCATIONS SHOWN ON THESE DRAWINGS ARE APPROXIMATE AND BASED ON THE BEST INFORMATION AVAILABLE TO THE ENGINEER. ENGINEER DOES NOT WARRANT THE ACCURACY NOR COMPLETENESS OF THE INFORMATION SHOWN FOR EXISTING UTILITIES.
 - 6.2. CONTRACTOR SHALL COORDINATE WITH THE PROJECT REPRESENTATIVE TO LOCATE AND AVOID DAMAGE TO ANY FUEL PUMPING FACILITIES, IRRIGATION FACILITIES, WATER UTILITIES, AND STATE MONITORING WELLS AND PIPING.
 - 6.3. CONTRACTOR SHALL COORDINATE WITH UTILITY COMPANIES PRIOR TO INSTALLING IMPROVEMENTS.
 - 6.4. CONTRACTOR SHALL NOTIFY WYOMING ONE CALL, 1-800-348-1030, A MINIMUM OF 48 HOURS PRIOR TO EXCAVATION FOR UTILITY LOCATES.
7. ALL EXCAVATION ACTIVITIES SHALL COMPLY WITH PERMIT REQUIREMENTS ISSUED FOR THE PROJECT. CONTRACTOR SHALL REVIEW AND BE RESPONSIBLE FOR PERMIT COMPLIANCE.
8. CONTRACTOR TO CONFIRM STOCKPILE AND STAGING LOCATIONS WITH THE OWNER.
9. CONTRACTOR TO LOCATE ALL UTILITIES PRIOR TO CONSTRUCTION.
10. FILL MATERIAL SHALL BE SUITABLE ON-SITE OR IMPORTED MATERIAL WITH ROCKS NO LARGER THAN 6 INCHES IN DIAMETER. LARGER MATERIAL MAY BE PLACED ONLY WHEN AUTHORIZED BY THE ENGINEER.
11. CRUSHED GRAVEL BASE COURSE MATERIAL SHALL BE GRADING H. BASE COURSE SHALL BE MECHANICALLY COMPACTED TO A MINIMUM OF 95% OF MAXIMUM DRY DENSITY AS DETERMINED BY ASTM D698 (AASHTO T-180 - MODIFIED PROCTOR DENSITY).
12. DESTRUCTION AND DAMAGE TO TREES AND OTHER NATURAL VEGETATION SHALL BE MINIMIZED AND ALL DISTURBED SURFACES SHALL BE RESEDED AS SOON AS PRACTICAL IN ACCORDANCE TO THE REVEGETATION SPECIFICATIONS.
13. STRIP AND SALVAGE TOPSOIL FROM ALL EXCAVATED AREAS.
14. WEEDS SHALL BE CONTROLLED BY SPRAYING, LIMITING DISTURBANCE AREA, OR OTHER MEANS PRIOR TO REVEGETATION AND AFTER REVEGETATION IS COMPLETE.
15. FUGITIVE DUST WILL BE CONTROLLED BY WATERING DURING DRY PERIODS OR AS REQUIRED BY ENGINEER.
16. ALL EXCAVATED MATERIALS SHALL BE STOCKPILED AND PROCESSED ON-SITE ONLY AT LOCATIONS AS DESIGNATED ON THE PLANS.
17. TOPS OF CUT AND FILL SLOPES SHALL BE ROUNDED TO AVOID RAVELING AND EROSION.
18. CUT AND FILL SLOPES SHALL NOT EXCEED 2:1.

1. WATER AND SEWER INSTALLATIONS SHALL BE IN ACCORDANCE WITH THE LATEST EDITION OF THE WYOMING DEPARTMENT OF ENVIRONMENTAL QUALITY, WATER QUALITY DIVISION RULES AND REGULATIONS AND THE TOWN OF JACKSON STANDARDS FOR CONSTRUCTION.
2. CONTRACTOR SHALL NOTIFY THE TOWN OF JACKSON PUBLIC WORKS DEPARTMENT AT PHONE NUMBER (307) 733-3079, PRIOR TO START OF CONSTRUCTION AND PRIOR TO EACH WATER AND SEWER TEST.
3. CONTRACTOR SHALL MAINTAIN WATER AND SEWER SLOPES CONSISTENT WITH THE PLANS. ABRUPT ELEVATION CHANGES ARE NOT PERMITTED AND MAY REQUIRE ADDITIONAL AIR RELEASE VALVES OR BLOW-OFFS AT THE CONTRACTORS EXPENSE.
4. TYPE A TRENCH BACKFILL SHALL APPLY TO ALL PAVED SURFACES AND AROUND ALL APPURTENANCES INCLUDING VALVES, FIRE HYDRANTS AND MANHOLES. TYPE B TRENCH BACKFILL SHALL APPLY TO NON-TRAVELED AREAS. SEE SPECIFICATION WPPWSS 02225.
5. CONTINUOUS RIGID TYPE B PIPELINE INSULATION SHALL BE PROVIDED AS SHOWN ON THE TYPICAL TRENCH DETAIL, UNDER ALL TRAVELED AREAS AND AT ALL LOCATIONS WHERE DEPTH OF COVER IS LESS THAN 6 FEET FOR SEWER MAINS AND SERVICES, LESS THAN 7 FEET FOR SEWER FORCE MAINS, WATER MAINS AND SERVICES OR AS SHOWN ON THE PLANS.
6. MAINTAIN A MINIMUM OF 10 FEET HORIZONTAL SEPARATION BETWEEN WATER PIPES AND SEWER PIPES/MANHOLES, MEASURED EDGE TO EDGE. MAINTAIN A MINIMUM OF 18 INCHES VERTICAL SEPARATION AT WATER-SEWER PIPE CROSSINGS. WHERE SEWER PIPE CROSSES ABOVE WATER PIPE, SPECIAL CONSTRUCTION IS REQUIRED. SEE TYPICAL DETAILS.
7. WATER SERVICE LINES 4" AND LARGER SHALL BE DUCTILE IRON PIPE, OR APPROVED EQUAL. FITTINGS FOR WATER MAINS SHALL BE DUCTILE IRON, CONFORMING TO AWWA C110 OR C153. MINIMUM DEPTH OF BURY FOR ALL WATER LINES SHALL BE 7'.
8. SANITARY SEWER LINES AND FITTINGS SHALL BE SCHEDULE 40 PVC AND CONFORM TO ASTM D-3034, OR APPROVED EQUAL.

– PRELIMINARY –
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AND APPROVAL

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PROFESSIONAL SEAL

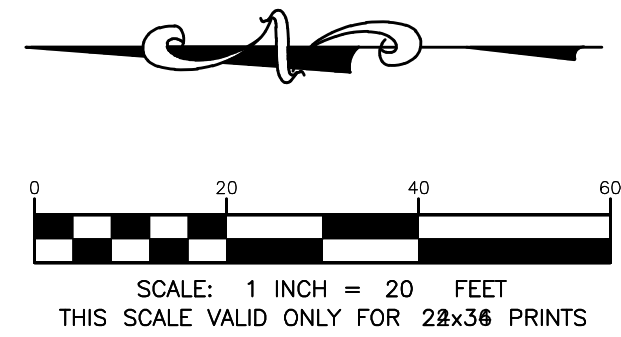
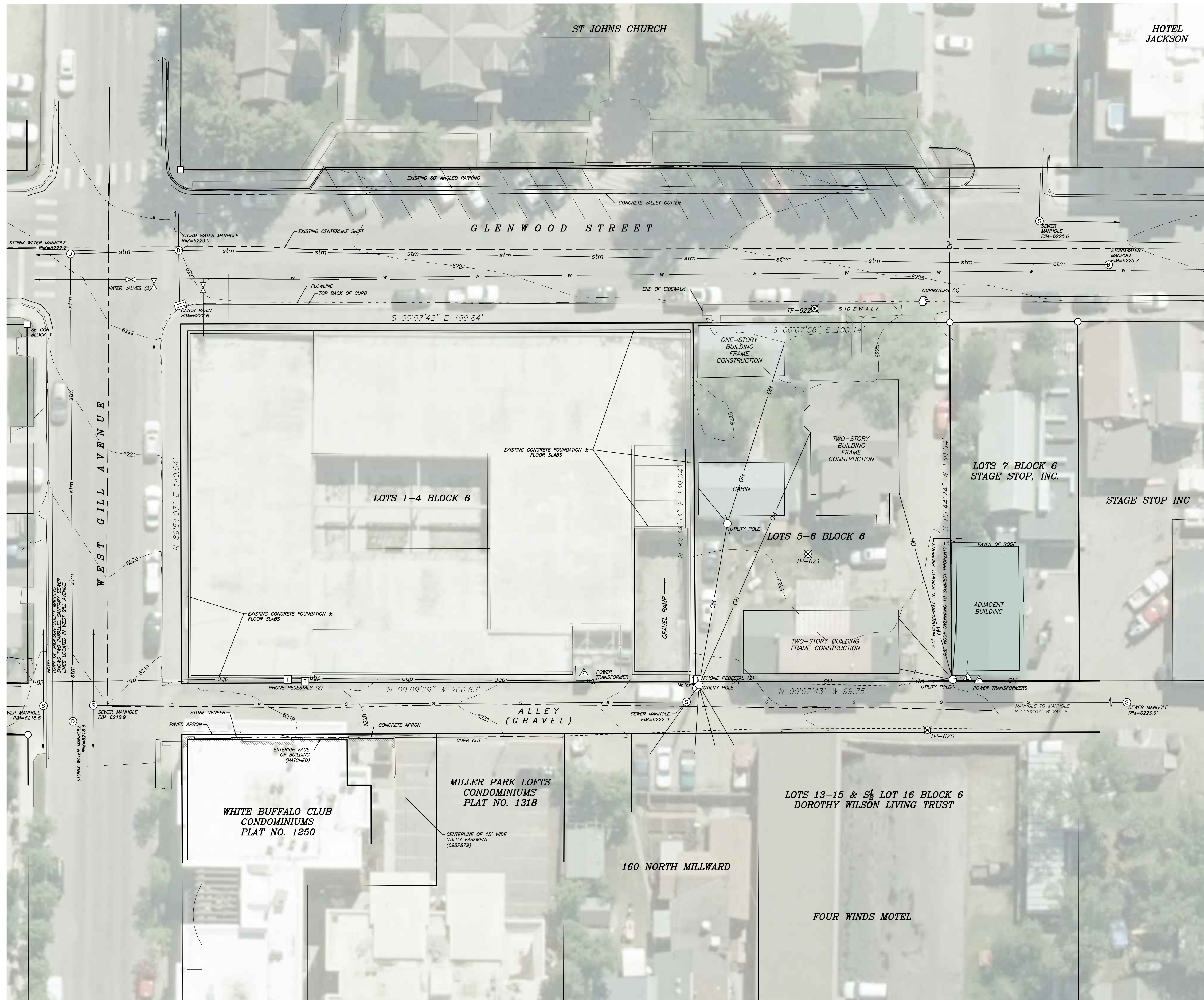
PROJECT
GLENWOOD GILL
165 AND 185 GLENWOOD ST.
JACKSON, WY 83001

18105	Project No.
JL	Drawn By
AJ	Checked By
Discipline	Drawing No.

C 1.0

Drawing Name

SITE OVERVIEW



LEGEND

- ☐ INDICATES A STEEL PIPE WITH A BRASS CAP INSCRIBED "PE&LS 578" FOUND THIS SURVEY
- ☐ INDICATES A 5/8 INCH DIAMETER STEEL REBAR WITH AN ALUMINUM CAP INSCRIBED "PLS 3831" FOUND THIS SURVEY
- ☒ INDICATES A PK-BRAND NAIL SET THIS SURVEY FOR ORIENTATION AND MAPPING PURPOSES
- _____ SUBJECT PROPERTY LINE
- _____ ADJACENT PROPERTY LINE
- _____ CENTERLINE OF STREET
- EDGE OF PAVEMENT
- EDGE OF GRAVEL
- _____ EDGE OF CONCRETE
- _____ TOP BACK OF CURB
- _____ FLOWLINE
- _____ OH _____ OVERHEAD LINE
- _____ s _____ SANITARY SEWER LINE
- _____ BUILDING - SIDING
- _____ BUILDING - EAVES OF ROOF

SURVEY NOTES:

ORIGINAL AND SUPPLEMENTARY TOPOGRAPHIC MAPPING WAS
CONDUCTED BY ON SIGHT LAND SURVEYORS, INC USING THE
ON SITE LAND SURVEYORS, INC. TETON COUNTY CONTROL
NETWORK 2001 COORDINATE SYSTEM AND NGVD29 DATUM

[illegible]

PROFESSIONAL SEAL

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C 1.1

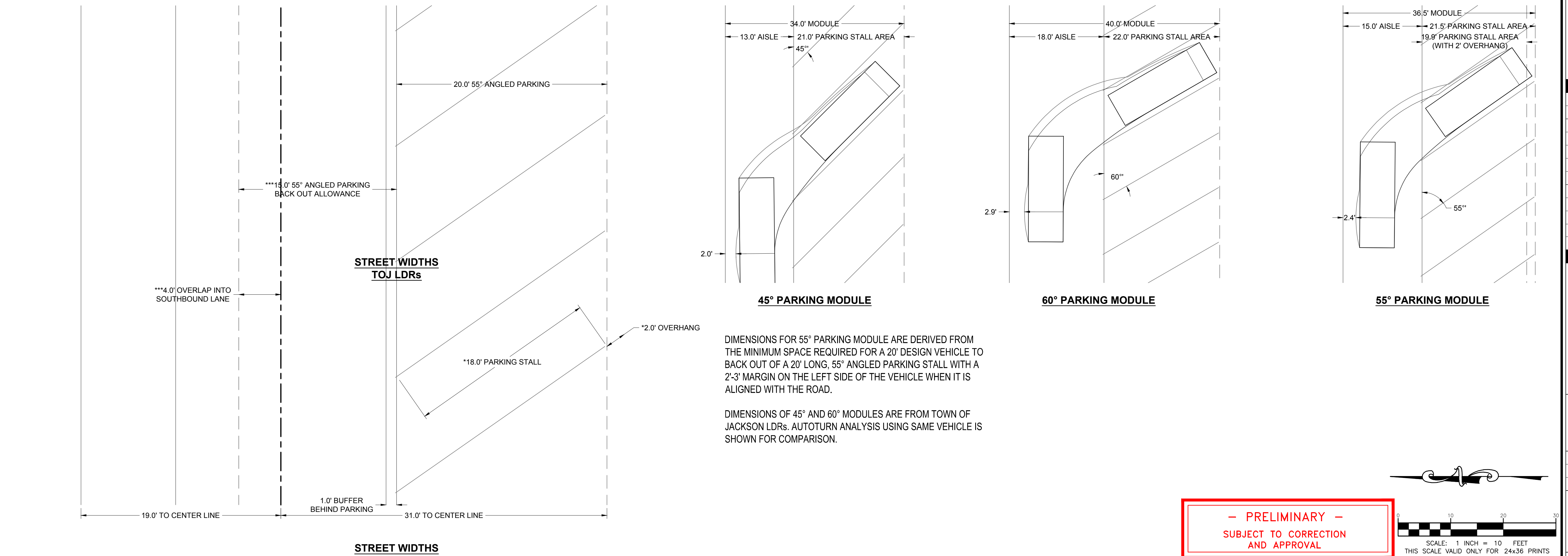
Drawing Name

EXISTING CONDITIONS

– PRELIMINARY –
SUBJECT TO CORRECTION
AND APPROVAL

PROFESSIONAL SEAL

Drawing Name
SITE PLAN

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PROFESSIONAL SEAL

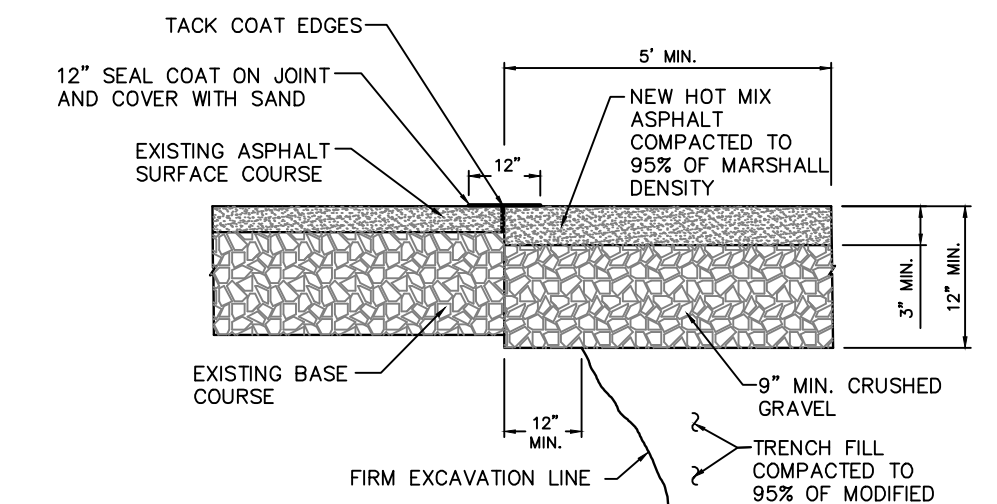
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AJ	Checked By
Discipline	Drawing No.

C 2.1

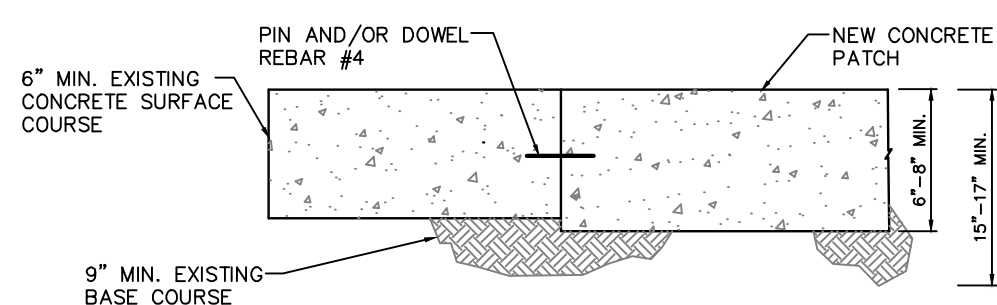
Drawing Name

GLENWOOD STREET IMPROVEMENTS



BITUMINOUS MATERIAL SHALL MEET THE APPLICABLE REQUIREMENTS OF SECTION 02545 BITUMINOUS MATERIALS OF WYOMING PUBLIC WORKS STANDARDS AND SPECIFICATIONS

ASPHALT PATCH REPAIR DETAIL

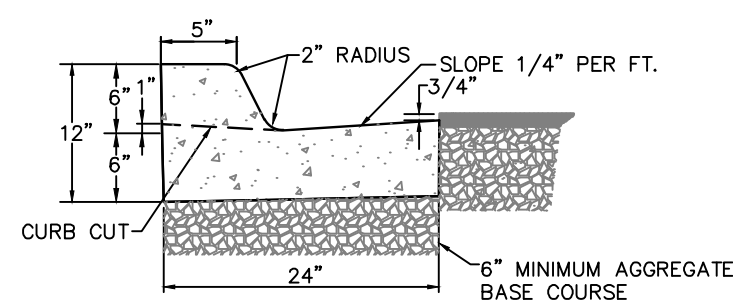


CONCRETE PATCH REPAIR DETAIL

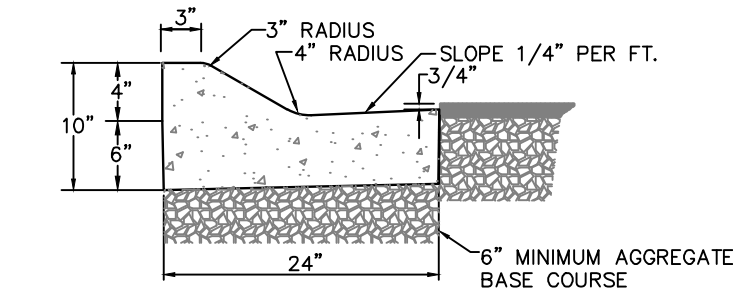
NOTES:

1. REPLACEMENT ASPHALT THICKNESS SHALL BE 1" GREATER THAN EXISTING AND NO LESS THAN 3" MINIMUM.
2. ASPHALT SHALL BE PLACED IN TWO (2) LIFTS, EACH NO LESS THAN 1 1/2" IN THICKNESS, AND COMPACTED TO 95% OF MARSHALL DENSITY.
3. PORTLAND CEMENT CONCRETE PAVEMENT SHALL MEET APPLICABLE REQUIREMENTS OF SECTION 02520, 02776 AND 03304 AS DIRECTED BY TOWN PUBLIC WORKS DEPARTMENT.

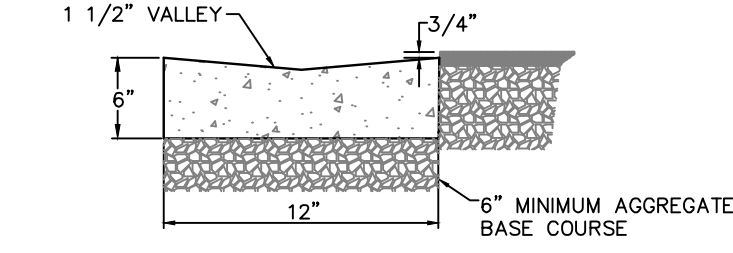
1 PATCH REPAIR DETAIL
CS.1 NTS



VERTICAL CURB



ROLL CURB

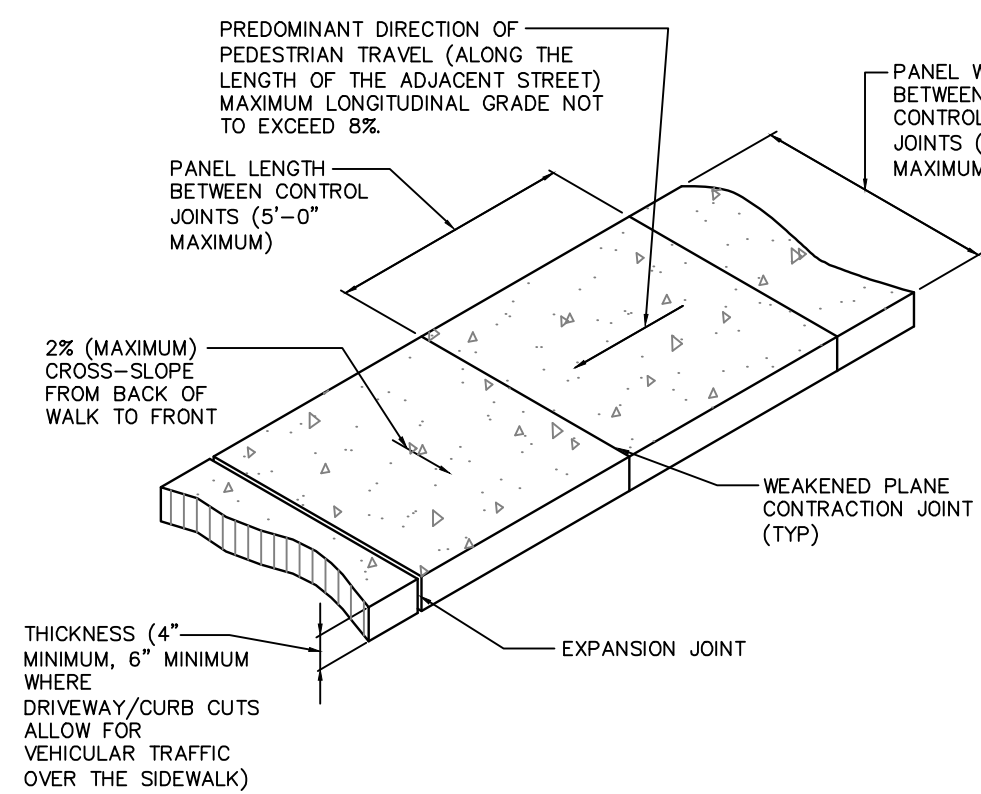


RIBBON CURB

NOTES:

1. CURBS SHALL CONFORM TO WPWSS SECTION 02525, EXCEPT THAT PORTLAND CEMENT CONCRETE SHALL BE FIBERMESH-REINFORCED CLASS 4000 CONCRETE CONFORMING WITH WPWSS SECTION 03304, PART 2.07.
2. AGGREGATE BASE COURSE SHALL BE SIX INCH MINIMUM THICKNESS, CONFORM TO WPWSS SECTION 02190, PART 2.03, GRADING H, AND BE INSTALLED PER WPWSS SECTION 02231, PART 3.03.
3. REMOVAL AND REPLACEMENT OF CURB SHALL TAKE PLACE IN FULL PANELS.
4. VERTICAL CURB SHALL BE USED IN PREFERENCE TO ROLL CURB.

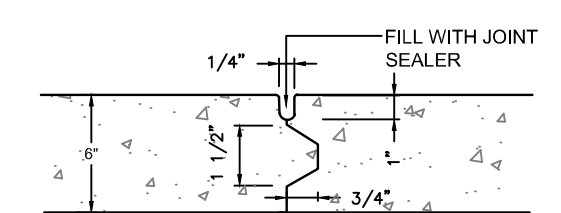
2 CURB SECTION DETAIL
CS.1 NTS



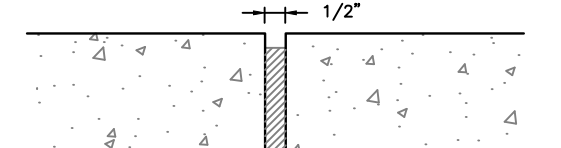
NOTES:

1. SIDEWALK SHALL CONFORM TO ALL APPLICABLE ADA STANDARD REQUIREMENTS SIDEWALKS SHALL CONFORM TO WPWSS SECTION 02776, EXCEPT THAT PORTLAND CEMENT CONCRETE SHALL BE FIBERMESH-REINFORCED CLASS 4000 CONCRETE CONFORMING WITH WPWSS SECTION 03304, PART 2.07.
2. EXPANSION JOINTS SHALL BE PLACED IN SIDEWALK AT THE SAME LOCATIONS AS THOSE IN CURB AND GUTTER WHEN SIDEWALK IS ADJACENT TO CURB. (PER WPWSS SECTION 03251, PART 3.04 SPACING SHALL NOT EXCEED 32'-0" ON CENTER.)
3. FOR SIDEWALKS GREATER THAN SIX FEET IN WIDTH, A LONGITUDINAL CONTROL JOINT SHALL BE INSTALLED AT THE CENTER OF THE WALK.
4. REMOVAL AND REPLACEMENT OF SIDEWALK SHALL TAKE PLACE IN FULL PANELS.
5. AGGREGATE BASE COURSE SHALL BE FOUR INCH MINIMUM THICKNESS, CONFORM TO WPWSS SECTION 02190, PART 2.03, GRADING H, AND BE INSTALLED PER WPWSS SECTION 02231, PART 3.03.

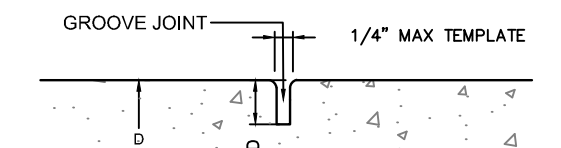
3 CONCRETE SIDEWALK
CS.1 NTS



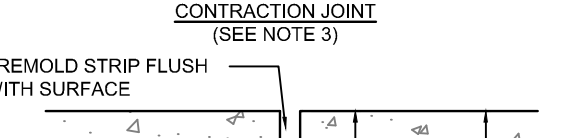
LONGITUDINAL AND TRANSVERSE CONSTRUCTION JOINT (SEE NOTE 1)



EXPANSION JOINT (SEE NOTE 2)



GROOVE JOINT (SEE NOTE 3)

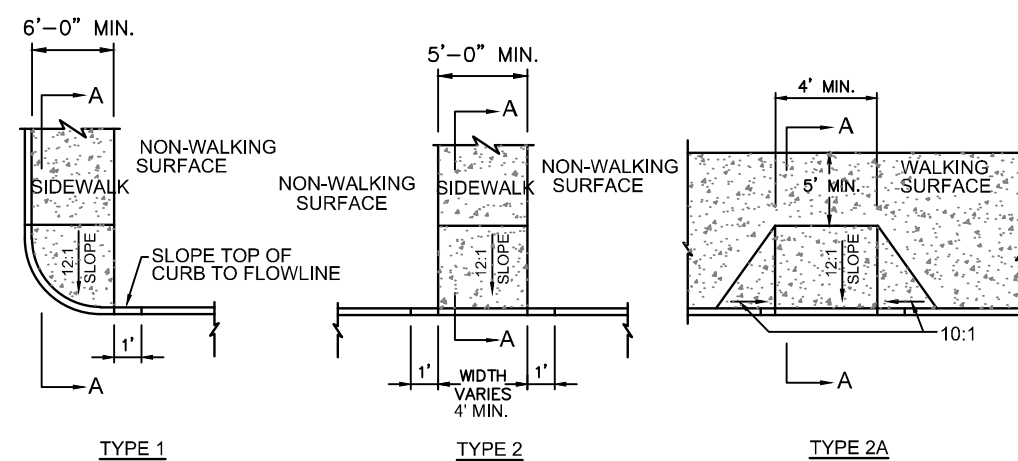


SAWED OR PREMOLOID STRIP LONGITUDINAL OR TRANSVERSE JOINT

NOTE:

1. KEYWAY FORMED BY FASTENING METAL KEY TO FORM.
2. 2" PREMOLDED NON-EXTRUDING EXPANSION JOINT MATERIAL TO MEET AASHTO M-59. EXPANSION MATERIAL SHALL BE INSTALLED WHEN ABUTTING EXISTING CONCRETE OR FIXED STRUCTURES SUCH AS INLETS AND DRIVEWAYS, AND EVERY 300' ON LONG STRAIGHT CONCRETE STRETCHES.
3. FORM WITH TEMPLATE OR SAWCUT JOINTS, IF SAWCUT JOINTS ARE USED, THEY SHALL BEGIN AS SOON AS CONCRETE IS HARDENED SUFFICIENTLY TO PERMIT SAWING WITHOUT EXCESSIVE RAVELING AND BEFORE UNCONTROLLED CRACKING OCCURS. MINIMUM DISTANCE BETWEEN JOINTS IS 5'.
4. JOINT LAYOUT FOR CONCRETE STREETS IS TO BE SUBMITTED TO THE TOWN ENGINEER FOR APPROVAL.

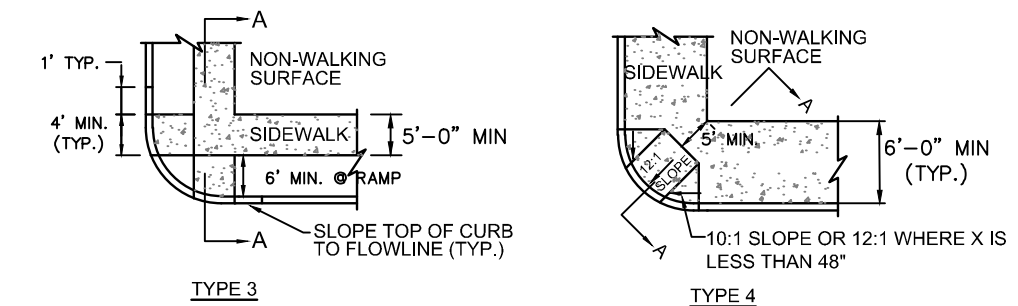
4 PAVING & CONCRETE JOINT
CS.1 NTS



TYPE 1

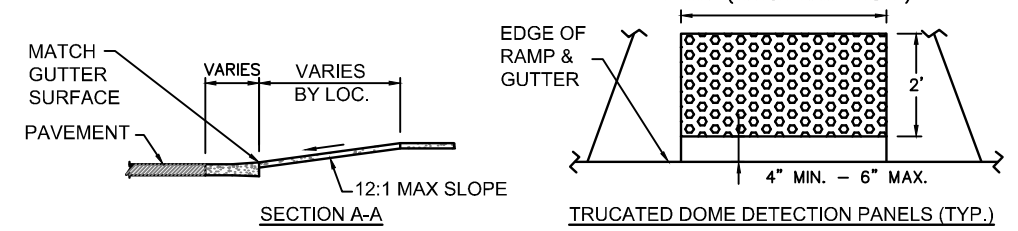
TYPE 2

TYPE 2A



TYPE 3

TYPE 4



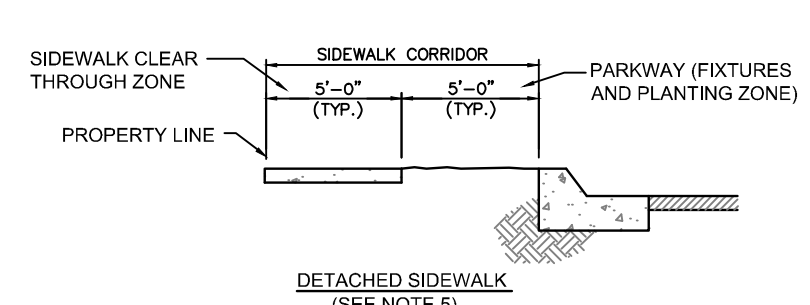
SECTION A-A

TRUNCATED DOME DETECTION PANELS (TYP.)

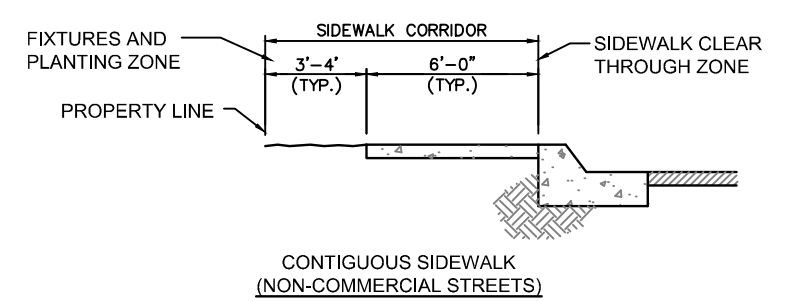
NOTES:

1. SIDEWALKS SHALL CONFORM TO ALL APPLICABLE ADA STANDARD REQUIREMENTS.
2. LIP AT GUTTER TO BE NO MORE THAN 1/2" HIGH.
3. CONCRETE TO BE A BROOM FINISH.
4. ALL PEDESTRIAN RAMPS SHALL INCLUDE PLACEMENT OF CAST IRON TRUNCATED DOME DETECTION PANELS IN A BRICK RED COLOR. (PANELS SHALL BE PROVIDED BY TOJ.)

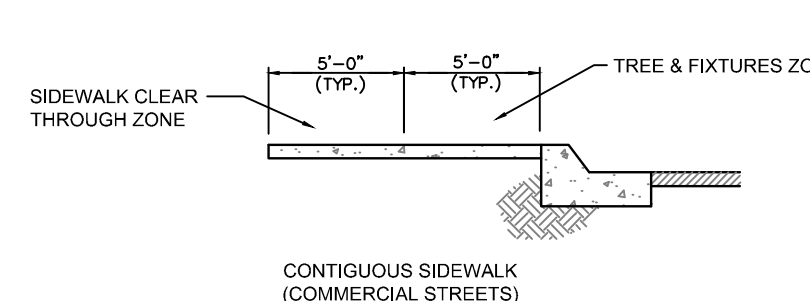
5 PEDESTRIAN RAMP DETAILS
CS.1 NTS



DETACHED SIDEWALK (SEE NOTE 5)



CONTIGUOUS SIDEWALK (NON-COMMERCIAL STREETS) (SEE NOTE 4)

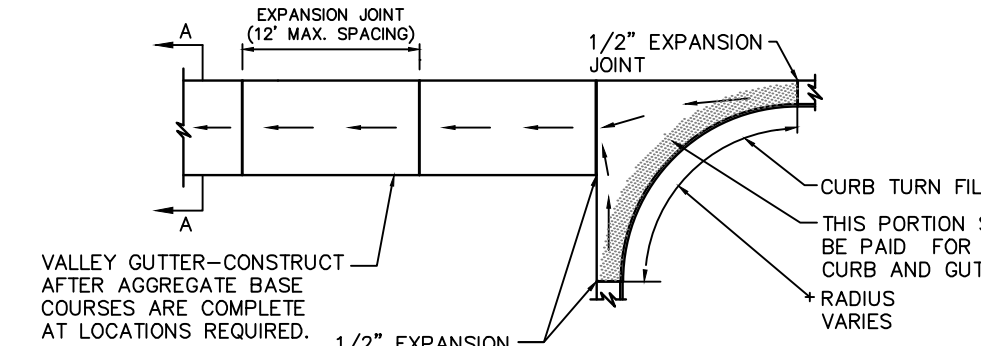


CONTIGUOUS SIDEWALK (COMMERCIAL STREETS)

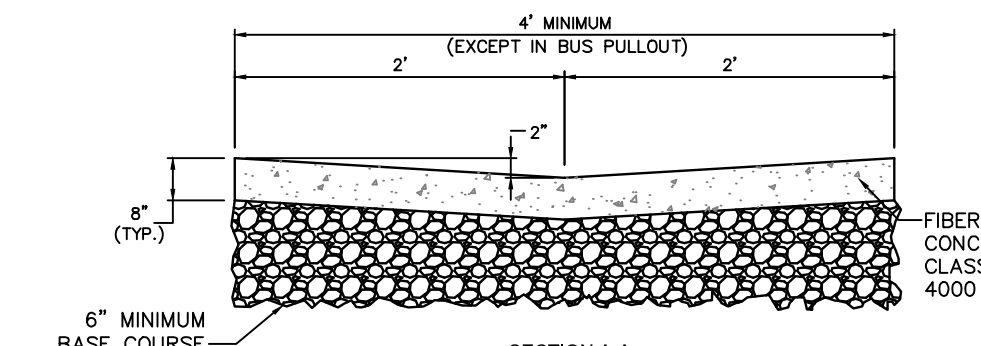
NOTES:

1. SIDEWALKS SHALL CONFORM TO ALL APPLICABLE ADA STANDARD REQUIREMENTS
2. SIDEWALK CONSTRUCTION SHALL BE PER TOWN STANDARDS
3. WITHIN THE TOWN'S BOARDWALK DISTRICT, BOARDWALK (RATHER THAN SIDEWALK) SHALL BE INSTALLED
4. MINIMUM CLEARANCE AROUND ALL OBSTRUCTIONS SHALL BE 5'-0"
5. ON NON-COMMERCIAL STREETS DETACHED SIDEWALK SHALL BE THE PREFERRED OPTION.
6. IN ORDER TO MAINTAIN THE CLEAR THROUGH ZONE, THE FIXTURES ZONE SHALL BE WHERE FIRE HYDRANTS, UTILITY POLES, GUY WIRES, PULL BOXES, NEWSPAPER BOXES, PHONE BOOTHS, AND OTHER SUCH OBSTRUCTIONS ARE LOCATED.

6 SIDEWALK CORRIDOR
CS.1 NTS



VALLEY GUTTER-CONSTRUCT AFTER AGGREGATE BASE COURSES ARE COMPLETE AT LOCATIONS REQUIRED.

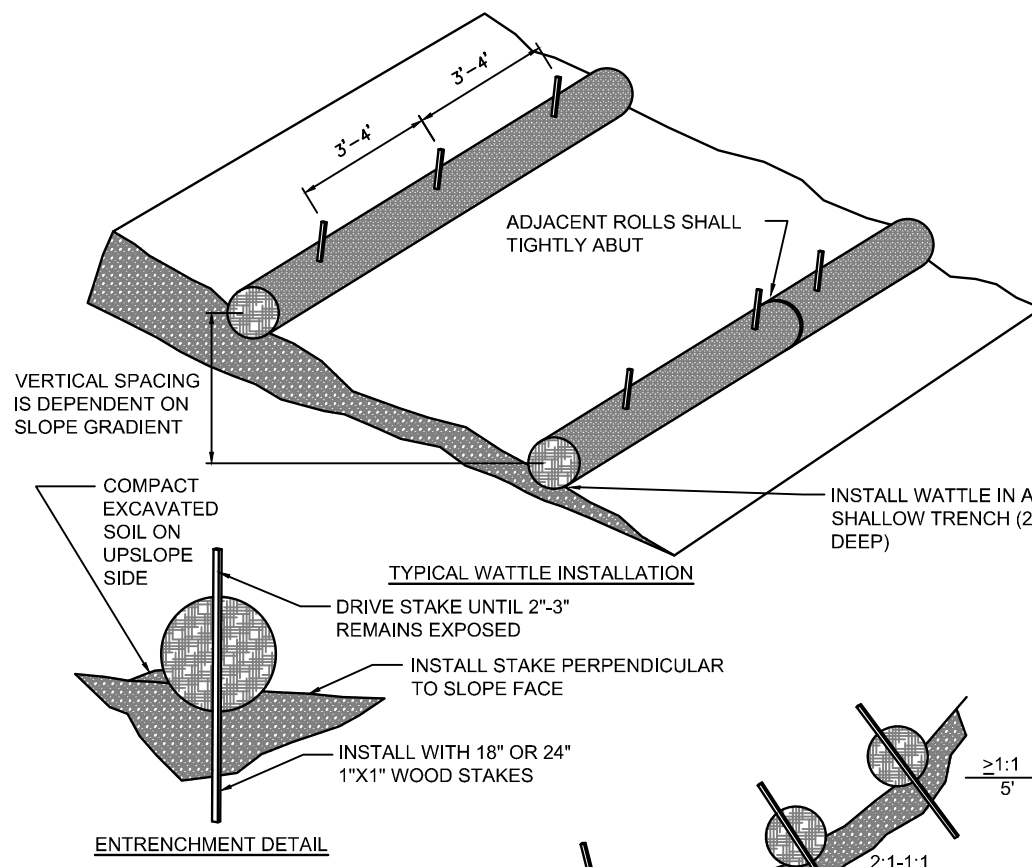


SECTION A-A

NOTES:

1. VALLEY GUTTERS AND CURB TURN FILLETS SHALL CONFORM TO WPWSS SECTION 02528, EXCEPT THAT PORTLAND CEMENT CONCRETE SHALL BE FIBERMESH CLASS 4000 CONCRETE CONFORMING WITH WPWSS SECTION 03304, PART 2.08.
2. AGGREGATE BASE COURSE SHALL BE SIX INCH MINIMUM THICKNESS, CONFORM TO WPWSS SECTION 02190, PART 2.03, GRADING H, AND BE INSTALLED PER WPWSS SECTION 02231, PART 3.03.
3. REMOVAL AND REPLACEMENT OF VALLEY GUTTER SHALL TAKE PLACE IN FULL PANELS.
4. CURB AND GUTTER SECTION SHALL BE POURED SEPARATE OF VALLEY PAN AS WELL AS PEDESTRIAN RAMP AND/OR SIDEWALK.

7 VALLEY GUTTER & CURB TURN FILLET
CS.1 NTS



NOTE:

1. BEGIN AT THE LOCATION WHERE THE WATTLE IS TO BE INSTALLED BY EXCAVATING A 2'-0" DEEP BY 9" WIDE TRENCH ALONG THE CONTOUR OF THE SLOPE. EXCAVATED SOIL SHOULD BE PLACED UP-SLOPE FROM THE ANCHOR TRENCH.
2. PLACE THE WATTLE IN THE TRENCH SO THAT IT CONTOURS TO THE SOIL SURFACE. COMPACT SOIL FROM THE EXCAVATED TRENCH AGAINST THE WATTLE ON THE UPSLOPE SIDE. ADJACENT WATTLES SHOULD TIGHTLY ABUT.
3. SECURE THE WATTLE WITH 18"X24" STAKES EVERY 2'-4" AND WITH A STAKE ON EACH END. STAKES SHOULD BE DRIVEN THROUGH THE MIDDLE OF THE WATTLE LEAVING AT LEAST 2'-3" OF STAKE EXTENDING ABOVE THE WATTLE. STAKES SHOULD BE DRIVEN PERPENDICULAR TO SLOPE FACE.
4. EROSION CONTROL PLAN AND LOCATION OF STRAW WATTLES SHALL BE APPROVED BY THE TOJ PUBLIC WORKS DEPARTMENT.

8 STRAW WATTLE DETAIL
CS.1 NTS

- PRELIMINARY -
SUBJECT TO CORRECTION
AND APPROVAL

ISSUED DATE	ISSUED FOR
10.25.2019	DEVELOPMENT PLAN REVIEW

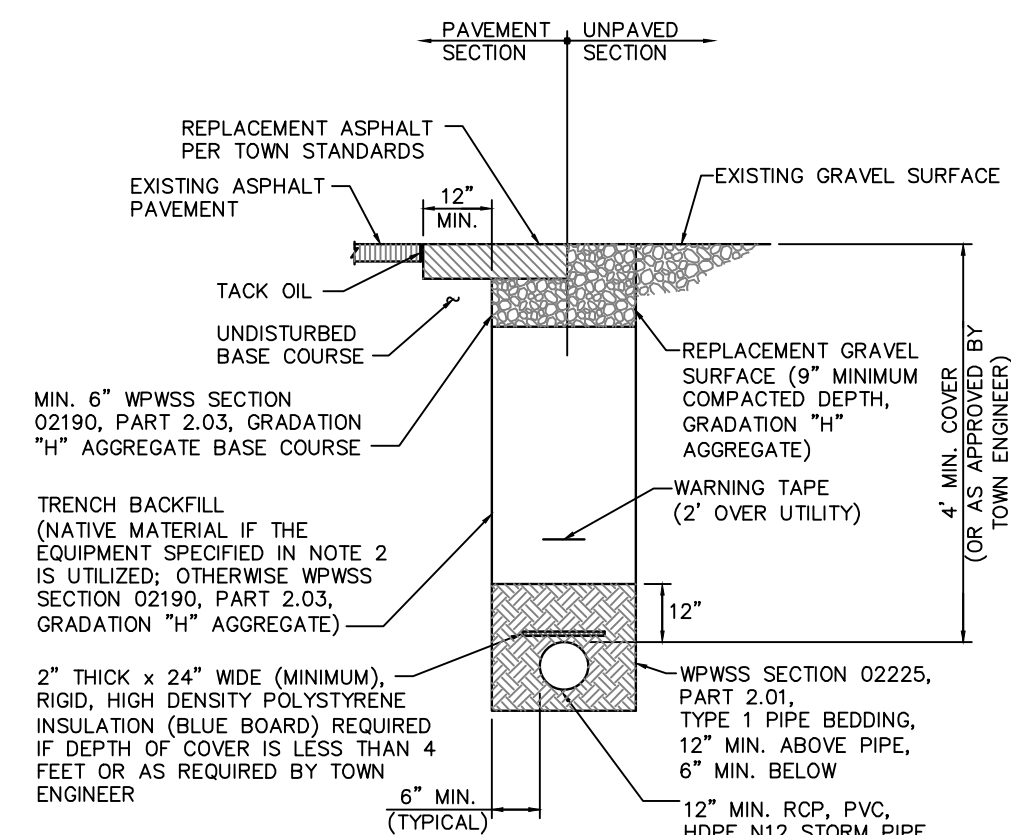
PROFESSIONAL SEAL

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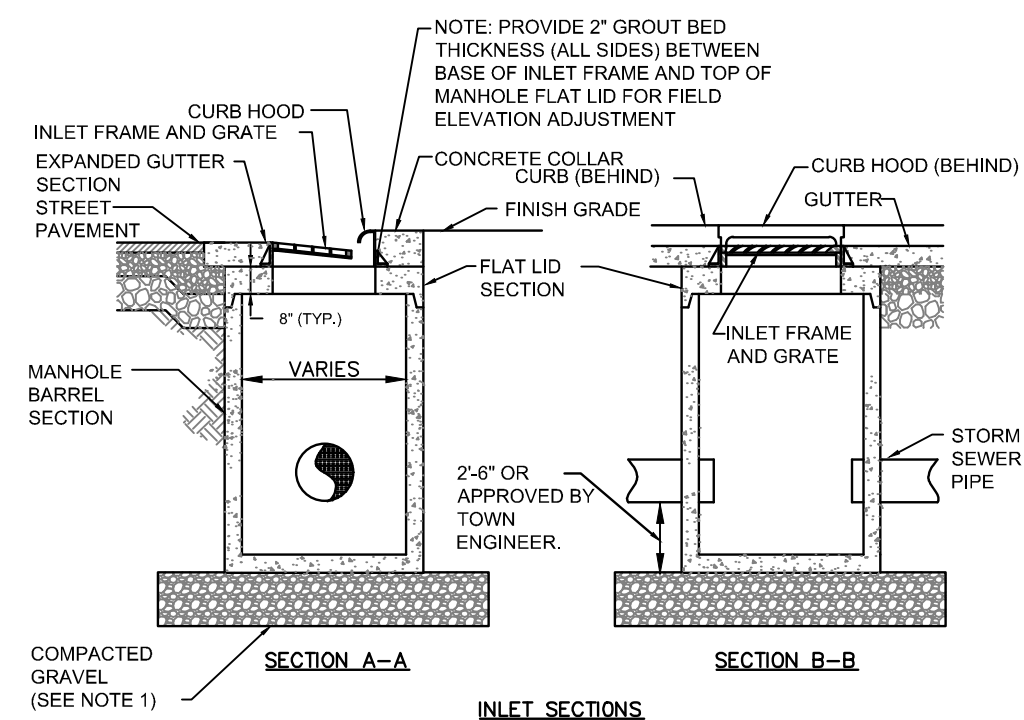
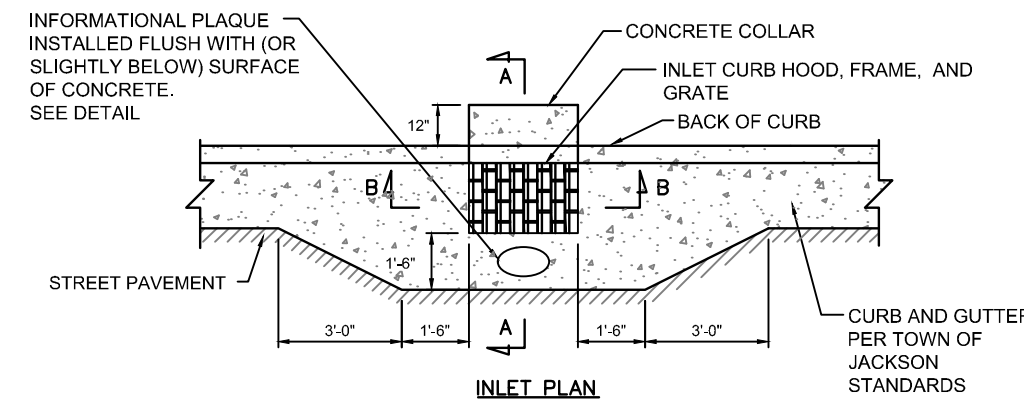
18105	Project No.
JL	Drawn By
AJ	Checked By
Discipline	Drawing No.

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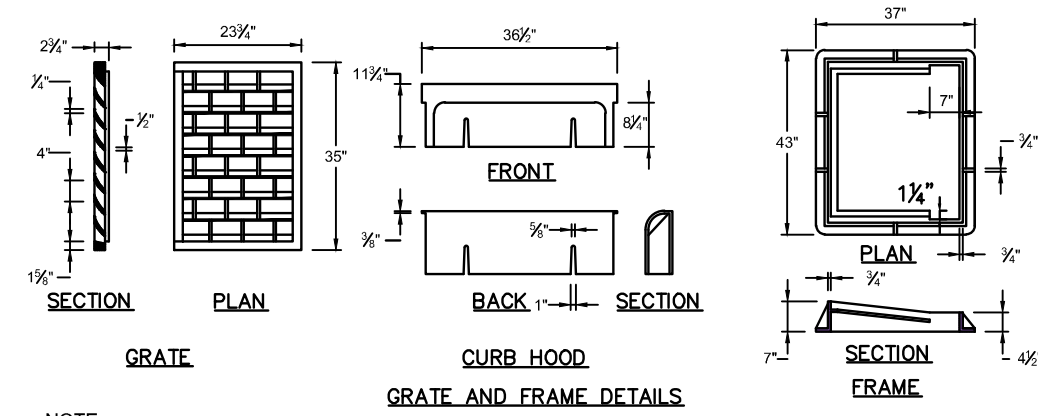
Drawing Name
PEDESTRIAN DETAILS



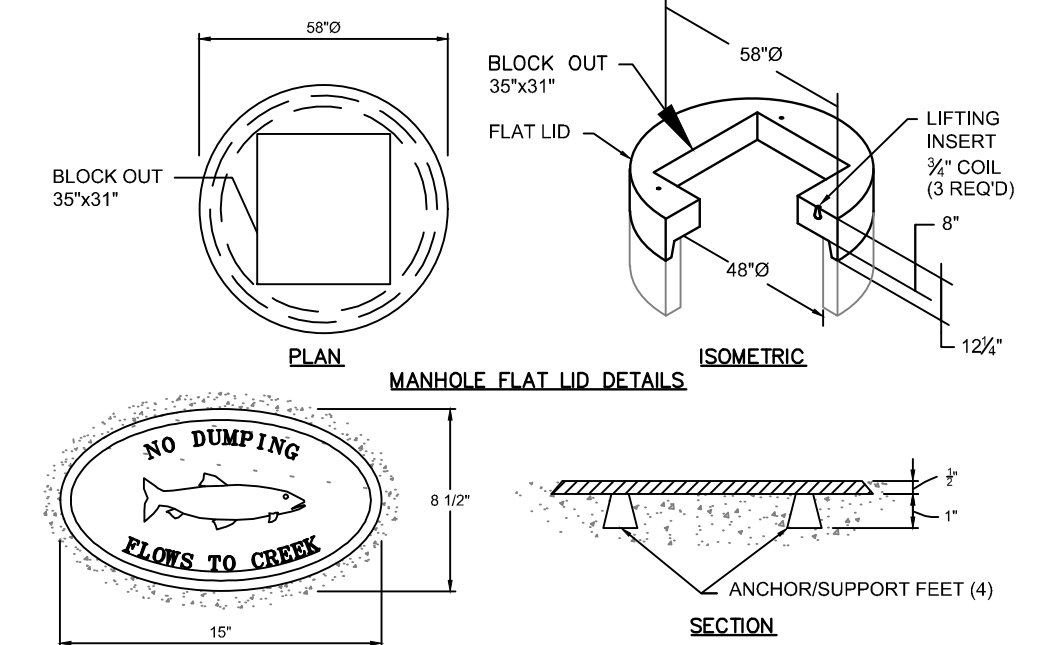
- NOTES:
1. TRENCH BACKFILL BELOW THE SURFACE SHALL MEET THE FOLLOWING CRITERIA:
 - a. 95% MODIFIED PROCTOR DENSITY WITHIN STREET AND ALL RIGHTS-OF-WAY.
 - b. 90% MODIFIED PROCTOR DENSITY OUTSIDE STREET AND ALLEY RIGHTS-OF-WAY.
 2. COMPACTION OF NATIVE FRENCH BACKFILL, WITH ALL ROCKER LARGER THAN 6" REMOVED, SHALL BE OBTAINED BY THE CONTRACTOR USING A ROLLER OR A VIBRATORY SHOT PILE ROLLER (COMPACTION METHOD AND EQUIPMENT SHALL BE REVIEWED AND APPROVED BY TOWN ENGINEER PRIOR TO BACKFILLING).
 3. PIPE BEDDING SHALL BE PLACED IN 6" LIFTS AND THOROUGHLY COMPACTED WITH A SHAKING ROLLER TO PROVIDE UNIFORM SUPPORT.
 4. UNLESS OTHERWISE DIRECTED, ALL BASE COURSE AND GRAVEL SURFACE REPLACEMENT SHALL BE INSTALLED PER WPMSS SECTION 02231, PART 3.03.
 5. TRENCH EXCAVATION SHALL MEET ALL WYOMING OCCUPATIONAL HEALTH AND SAFETY ADMINISTRATION (WOSHA) REGULATIONS.



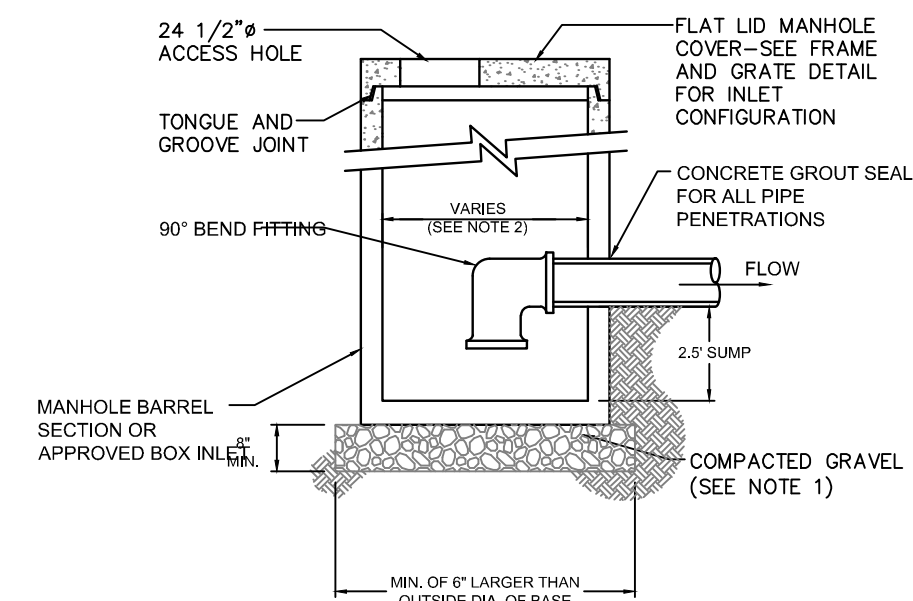
- NOTES:**
1. GRAVEL SHALL BE EIGHT INCH MINIMUM THICKNESS, CONFORM TO WPWSS SECTION 02190 PART 2.03, GRADING H, AND BE INSTALLED PER WPWSS SECTION 02231, PART 3.03.



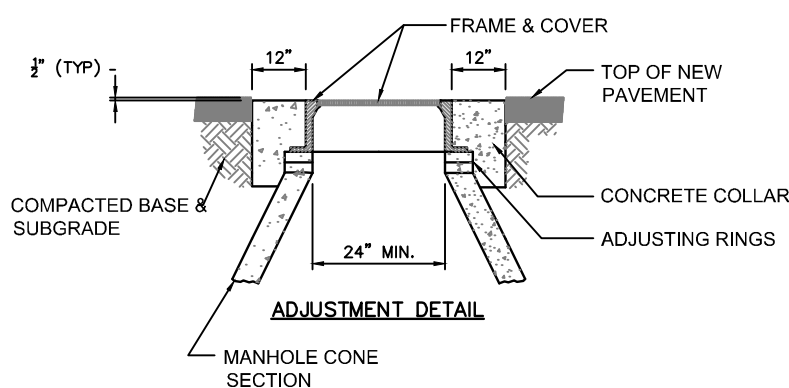
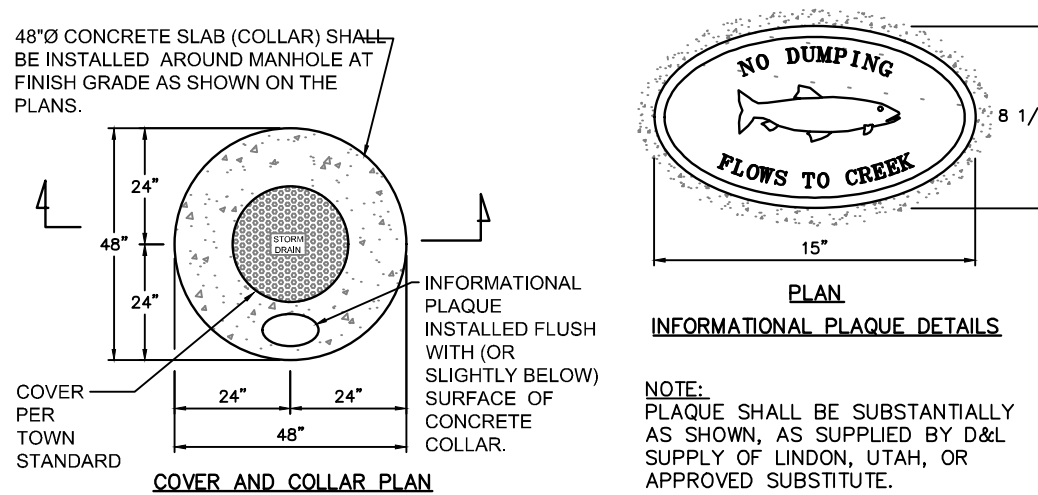
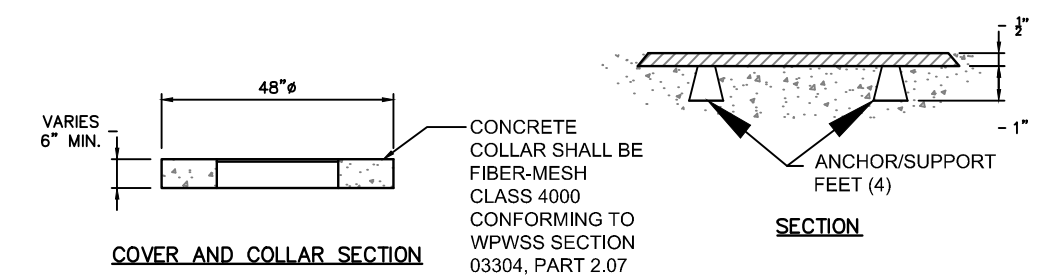
- NOTE:**
1. INLET GRATE AND FRAME SHALL BE MODEL NO. K-3520, AS MANUFACTURED BY D&L SUPPLY OF LONDON, UTAH, OR APPROVED SUBSTITUTE.
 2. INLET GRATE SHALL BE VANED AND REVERSIBLE FOR EITHER LEFT-TO-RIGHT OR RIGHT-TO-LEFT FLOW.



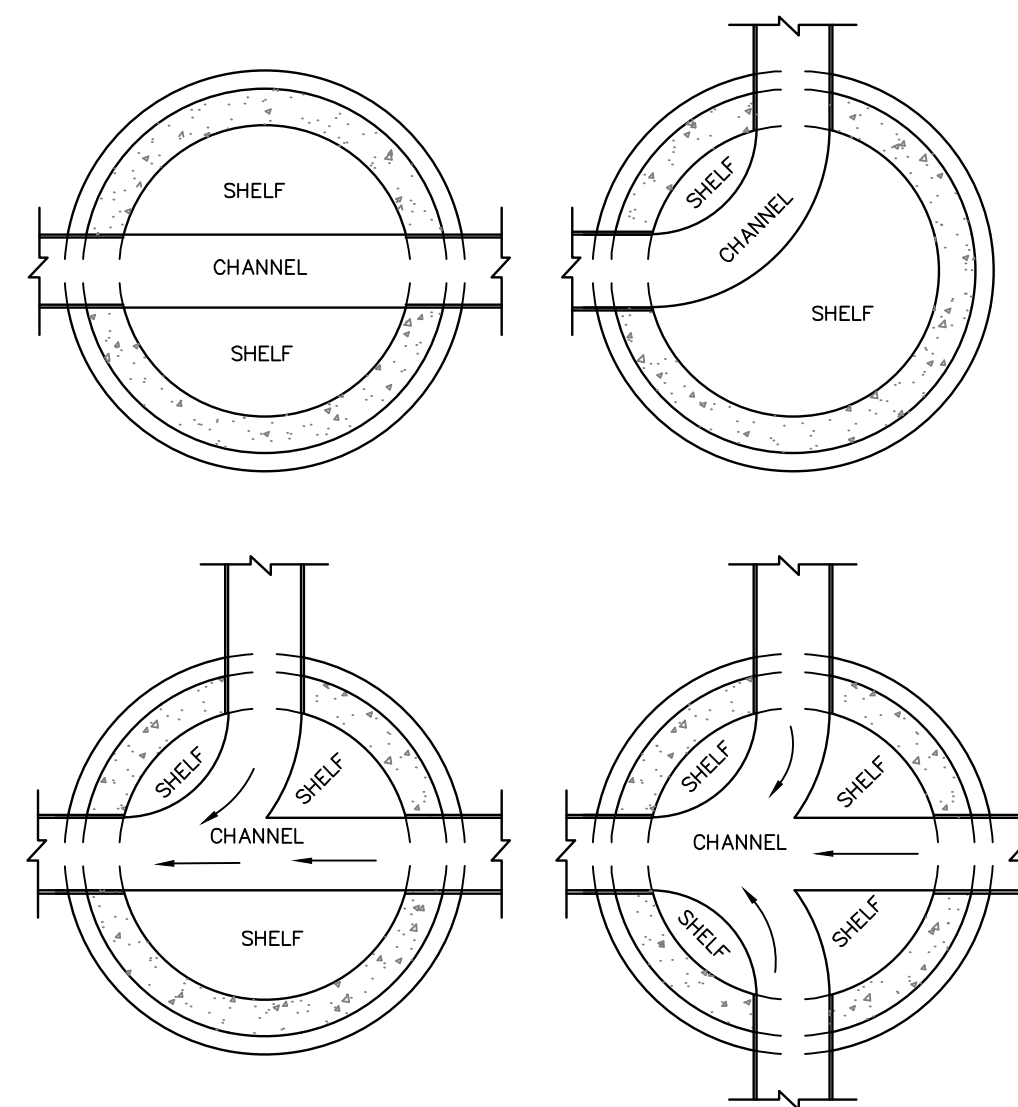
- NOTE:
PLAQUE SHALL BE SUBSTANTIALLY AS SHOWN, AS SUPPLIED BY D&L SUPPLY OF LINDON
UTAH, OR APPROVED SUBSTITUTE.



- NOTES:**
1. GRAVEL SHALL BE EIGHT INCH MINIMUM THICKNESS, CONFORM TO WPWSS SECTION 02190 PART 2.03, GRADING H, AND BE INSTALLED PER WPWSS SECTION 02231, PART 3.03.
 2. ALL DIMENSIONS TO BE APPROVED BY THE TOWN PUBLIC WORKS DEPARTMENT.
 3. MANHOLE COVER SHALL BE DESIGNED FOR H20S LOADING.
 4. SEE DETAIL FOR CAST IRON FRAME AND COVER.
 5. SEE ADJUSTMENT AND COLLAR DETAIL.



- 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 STORM DRAIN IS WITHIN UNPAVED AREA USE TAPERED COLLAR. SEE TOWN DETAIL.



- NOTES:
1. SLOPE ALL SHELVES TO CHANNEL AT 1" PER FOOT.
 2. SEE PLAN-PROFILE SHEETS FOR SLOPE OF CHANNEL



— PRELIMINARY —
SUBJECT TO CORRECTION
AND APPROVAL

[illegible]

PROFESSIONAL SEAL

PROJECT
GLENWOOD GILL
165 AND 185 GLENWOOD ST.
JACKSON, WY 83001

18105	Project No.
JL	Drawn By
AJ	Checked By
Discipline	Drawing No.

Discipline	Drawing No.
C	3.2

Drawing Name

STORMWATER DETAILS

DETAIL REPORT

NUMBER	TITLE
1/L0.4	STEEL EDGER
2/L0.4	TREE PLANTER DIMENSIONS
3/L0.4	TREE WELL WITH GRATE
4/L0.4	ROOT BARRIER
5/L0.4	COBBLE MULCH
6/L0.4	STEP LIGHT
7/L0.4	BIKE RACK
1/L0.5	DECIDUOUS TREE PLANTING
2/L0.5	SHRUB PLANTING
3/L0.5	ORNAMENTAL GRASS PLANTING
4/L0.5	GRASS SOD

GLENWOOD GILL
CONDOMINIUMS

165 AND 185 GLENWOOD STREET
JACKSON, WYOMING 83001

LEGEND

	PROPERTY BOUNDARY
	ADJACENT PROPERTY BOUNDARY
	ROAD CENTERLINE
	PROPOSED CURB
	CONCRETE SIDEWALK
	COURTYARD PAVEMENT
	PAVERS
	RAISED PLANTER (METAL OR CONCRETE)
	TREE GRATE (PER TOJ STANDARD)
	BIKE RACK (INVERTED 'U' STYLE)

PLANT SCHEDULE

TREES	BOTANICAL NAME / COMMON NAME	CONT	SIZE	QTY
	Fraxinus pennsylvanica 'Patmore' 'Patmore' Ash	3" Cal.	B&B	4
	Populus tremuloides Quaking Aspen	3" Cal.	B&B	2
	Ulmus americana 'New Horizon' New Horizon American Elm	3" Cal.	B&B	6
SHRUBS	BOTANICAL NAME / COMMON NAME	CONT	SIZE	QTY
	Spiraea betulifolia 'Tor Gold' / Glow Girl Birchleaf Spirea	5 Gal.		22
GROUND COVERS	BOTANICAL NAME / COMMON NAME	CONT	SPACING	QTY
	Ornamental Grasses - Species TBD	1 Gal.	24" O.C.	400

GENERAL NOTES

ZONING DISTRICT: DC (DOWNTOWN CORE)

Plant Unit Requirement: N/A per 2.2 & 2.2.2

Landscape Surface Requirement: N/A

Pedestrian Frontage Proposed:

Glenwood Street: Trees in Grates
Gill Avenue: Trees in Lawn

BICYCLE PARKING PROPOSED: 30

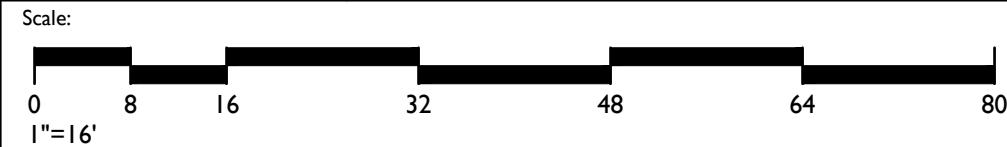
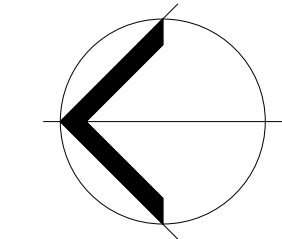
VEHICLE PARKING PROPOSED: SEE CIVIL/ARCH

TRASH: SEE ARCH.

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Issue Date:
· 10.31.2019 FDP SUBMISSION
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Drawing Title:
PLANTING & EXTERIOR SITE LIGHTING PLAN
Drawing Number:
L0.2



PLANTING & IRRIGATION NOTES

- Refer to Civil Engineer's utility and grading plans. If site conditions vary from what is shown, contact the Landscape Architect and Civil Engineer for direction before proceeding.
- Verify locations and timing of site improvements installed under other sections. If any part of the work cannot be completed due to site conditions, contact the Landscape Architect for direction before proceeding.
- Excavation near underground utilities shall be done carefully and, if necessary, by hand. The Contractor is fully responsible for this work and any disruption to utilities or damage to the site and/or improvements shall be repaired immediately at no expense to the Owner.
- Obtain approval of finish grading from Landscape Architect prior to installing any plant material. The finish grades of planting areas and lawns shall be 1/4" below adjacent edging or paving. Confirm mulch depth and whether lawns are to be seed or sod.
- Confirm all plant counts and square footages. Quantities shown are provided as Owner information only. If quantities indicated in the plant list differ from symbols shown on the plans, then the plans shall govern the plant count.
- Contractor to verify suitability of native or imported topsoil. Suitable topsoil shall be free of roots, plants, sod, stones greater than 1/2" in any dimension, clay lumps, and other extraneous materials detrimental to plant growth.
- For areas to receive sod or seed and/or to produce planting soil for areas indicated on details, amend suitable topsoil with organic compost to a ratio of 1 part compost to 4 parts topsoil by volume.
- Compost shall be organic, well-composted, stable, and weed-free organic matter, pH range of 5.5 to 8.0; moisture content 35 to 55 percent by weight, with organic matter content 50 to 60 percent of dry weight with 16-16-8 nutrient composition. If compost is not 16-16-8 composition, add commercial fertilizer in necessary quantities to meet 16-16-8 nutrient composition. Source: Glacier Gold Compost or approved equal.
- Contractor to supplement existing native surface topsoil as necessary. Obtain supplemental topsoil displaced from naturally well-drained construction or mining sites where topsoil occurs at least 4 inches deep. Do not obtain from agricultural lands, bogs, or marshes.
- Compost mulch shall be organic, well-composted, stable, and weed-free organic matter, pH range of 5.5-8.0; moisture content 35 to 55 percent by weight; 100 percent passing through 1-inch sieve; soluble salt content of 2 to 5 decisiemens/m; not to exceed 0.5 percent inert contaminants and free of substances toxic to planting; organic matter content 50 to 60 percent of dry weight. Source: Glacier Gold Compost or approved equal.
- The Landscape Architect shall review all plant materials at the source or nursery or by photographs provided by Contractor prior to shipment. The Landscape Architect reserves the right to reject any unacceptable plant material either at the source or when delivered to the project site.
- Carefully align and space plant materials as indicated in these notes, drawings, and details. The final location of plant materials is to be approved by the Landscape Architect on site prior to installation. The Contractor is responsible for staking or marking the location of all plant materials on site for review by the Landscape Architect. The Landscape Architect reserves the right to adjust the exact locations of plants on site.
- All plants shall be planted at the same level with relation to finish grade as they were grown in the field or nursery.
- No pruning of existing or newly planted trees or shrubs shall be allowed without the direction and approval of the Landscape Architect.
- For ball & burlap trees, remove burlap from top 1/3 of rootball and entire wire basket as tree pits are backfilled.
- All installed trees shall be staked. The Landscape Architect shall review and reserves the right to reject the method and/or installation of tree staking and guying systems prior to acceptance.
- During construction and prior to final acceptance, Contractor shall observe the project site for the growth of noxious weeds. Contractor shall report the growth of noxious weeds to the Teton County Weed and Pest District Office. Contractor and Owner shall implement a weed control program to control noxious weeds.

LANDSCAPE PLANT COST ESTIMATE

All landscaping will comply with Div. 5.5 of Town of Jackson LDR's. The landscape bond amount is based off of the following cost estimate:

PLANTS	SIZE	UNIT COST	QTY	TOTAL
Patmore Ash	3" Cal	\$400	4	\$1,600.00
Quaking Aspen	3" Cal	\$400	2	\$800.00
New Horizon Elm	3" Cal	\$400	6	\$2,400.00
Glow Girl Birchleaf Spirea	5 Gal	\$55	22	\$1,210.00
Ornamental Grasses	1 Gal	\$12	400	\$4,800.00
TOTAL LANDSCAPE COST ESTIMATE				\$10,810

IRRIGATION	
Estimated Cost to Irrigate	\$5,000

TOTAL COST OF PLANTS + IRRIGATION	\$15,810
TOTAL COST x 125% FOR BOND AMOUNT	\$19,762.50

SITE LIGHTING SCHEDULE

SYMBOL	MODEL	QTY	LIGHT COLOR
	BEGA LED RECESSED WALL LUMINAIRES SHIELDED W/ LOUVERS MODEL 22 196 K27 (COLOR/FINISH TBD)	38	2700k

NOTES:

- Light symbols are not to scale.
- See Architecture and Electrical drawings for all circuitry/control/conduit, etc. and ALL exterior lighting associated with the building.

GLENWOOD GILL CONDOMINIUMS

165 AND 185 GLENWOOD STREET
JACKSON, WYOMING 83001

LEGEND

	PROPERTY BOUNDARY
	ADJACENT PROPERTY BOUNDARY
	ROAD CENTERLINE
	PROPOSED CURB
	CONCRETE SIDEWALK
	COURTYARD PAVEMENT
	PAVERS
	RAISED PLANTER (METAL OR CONCRETE)
	TREE GRATE (PER TOJ STANDARD)
	BIKE RACK (INVERTED 'U' STYLE)



IRRIGATION NOTES

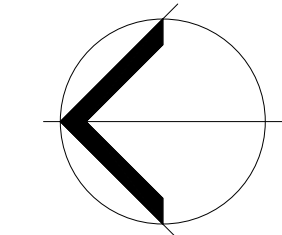
- All plant material shall be irrigated by a pressurized subsurface irrigation system with automatic controller. All trees, shrubs, and perennials shall be drip irrigated and all turf areas shall be irrigated with a spray system. Irrigation system shall be design-build by Contractor based on the specifications identified on this irrigation intent plan. Contractor shall provide an irrigation shop-drawing for review by Landscape Architect before proceeding. Contractor shall demonstrate full system coverage prior to acceptance and before plant material installation. Contractor shall provide a reproducible as-built drawing of installed irrigation system at conclusion of project.
- The irrigation system shall be operational prior to plant installation or temporary irrigation measures shall be provided in the interim. The method of temporary irrigation shall be approved by the Landscape Architect prior to plant material installation.
- All irrigation within Right of Way to be installed per Teton County/Jackson Parks & Recreation specifications.
- Irrigation Main Line shall be HDPE DR-11, size TBD by contractor based on required GPM and pressure.
- Irrigation controller shall be located in the mechanical room of the building. Exact location to be determined in coordination with architect, mechanical engineer and landscape architect.
- Point of irrigation connection and backflow preventer location to be determined in coordination with architect, mechanical engineer and landscape architect. Backflow Preventer specification TBD by landscape contractor and plumber and shall be installed by a licensed plumber and meet Teton County / Jackson Parks & Recreation specifications. If backflow preventer is located in an exterior location, an appropriate enclosure (Hot-Box or similar) shall be provided.
- Irrigation sleeving shall be PVC Class 160 pipe.
- Irrigation lateral lines shall be #100 NSF.
- Irrigation spray heads within the lawn area along Gill Avenue shall be Rainbird #1804 Pop-Up Spray Heads.
- Qty (2) Netafim drip rings shall be installed at each tree location shown on the plans.
- Irrigation valves shall be Rain Bird EFB-CO Series valves for all spray zones and Rain Bird XCCZ-100-PRF for all drip zones. Utilize a two-wire decoder system for all irrigation valves. All Irrigation valves for irrigation associated with the streetscapes along Glenwood and Gill (including drip and spray zones) shall be installed in the grass area along Gill Avenue. Coordinate exact locations with Landscape Architect prior to installation.
- Install a manual drain valve at the termination of the mainline at all dead ends. Manual drain valve shall be set in a 10" round valve box and shall allow a 3/4" globe valve to be opened to allow the water in the pressurized mainline to be blown out (after water supply is shut off) through the manual drain valve. Following the main line being blown out, each lateral and drip zone can then be winterized.

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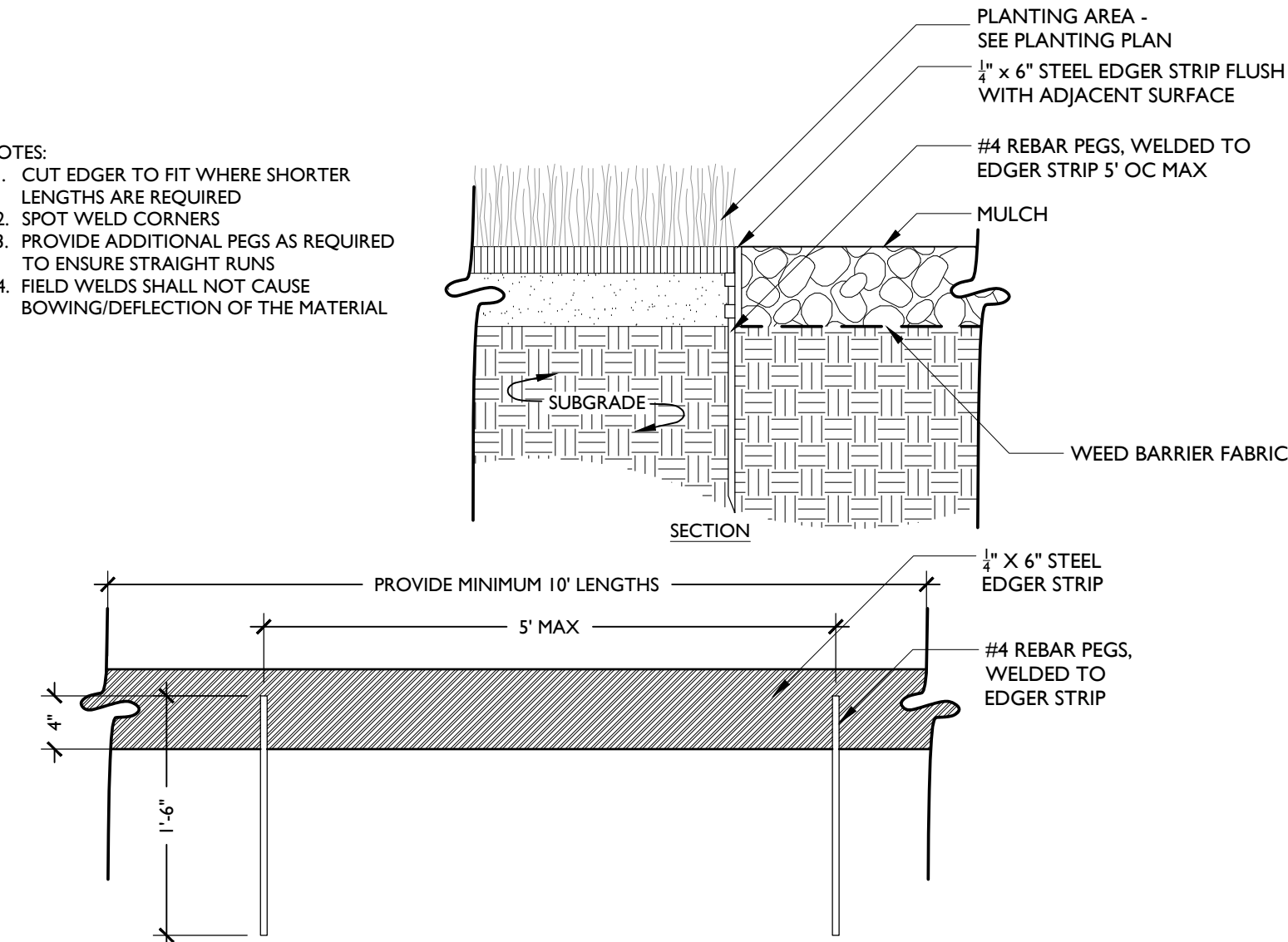
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Issue Date:
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Drawing Title:
IRRIGATION PLAN
Drawing Number:
L0.3

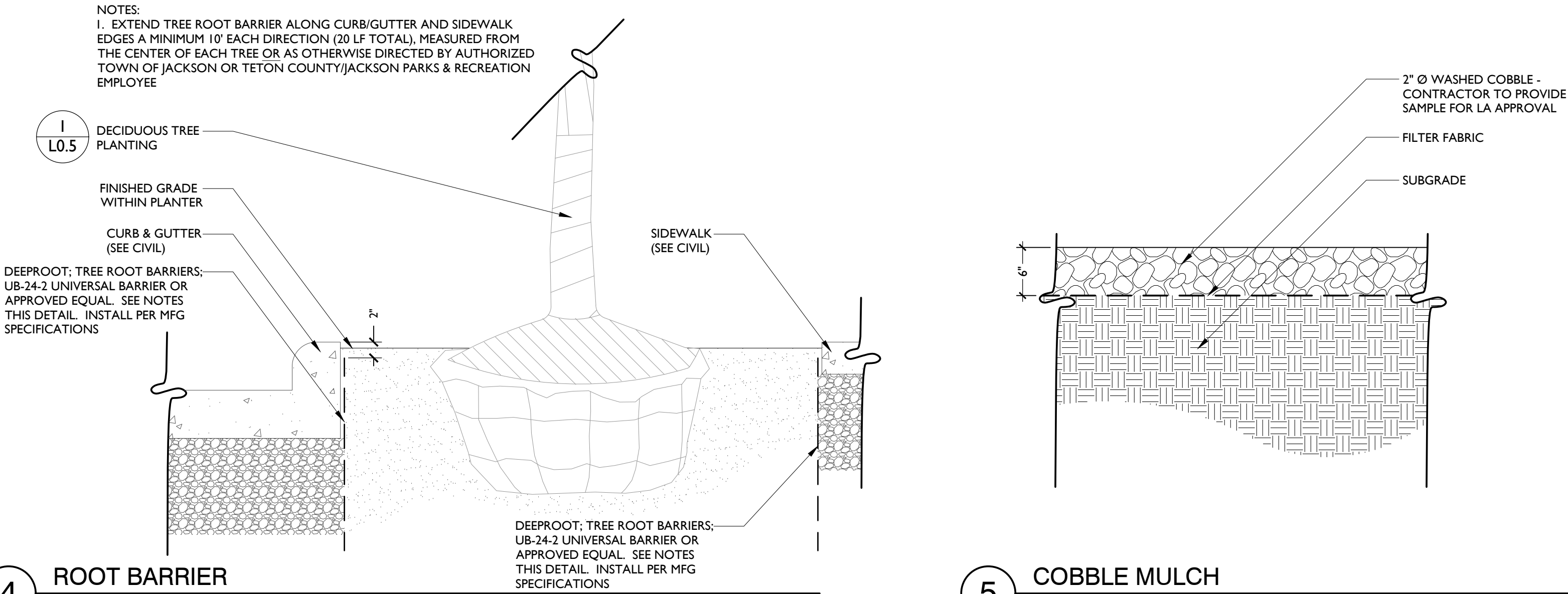


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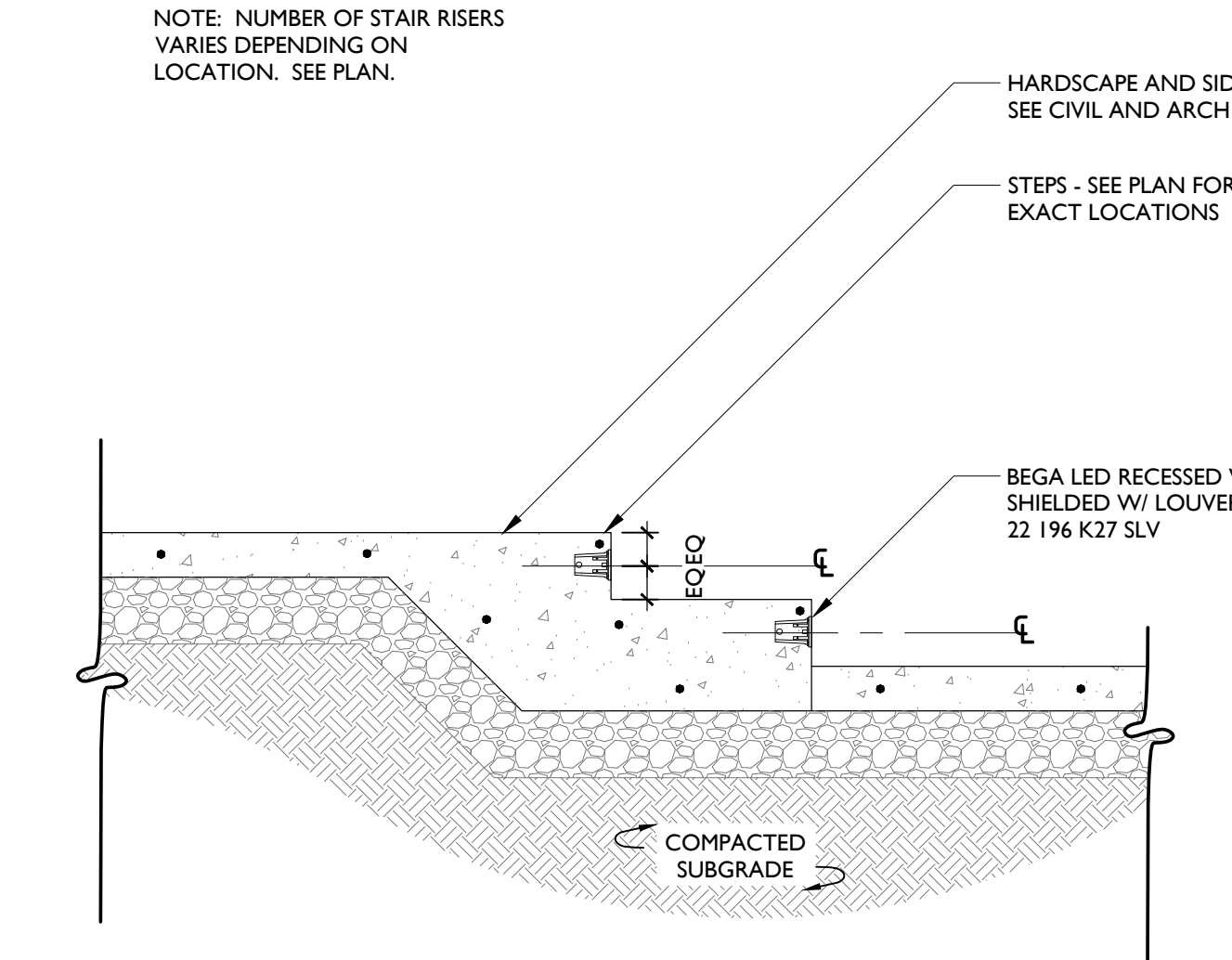
1 STEEL EDGER
1" = 1'-0"



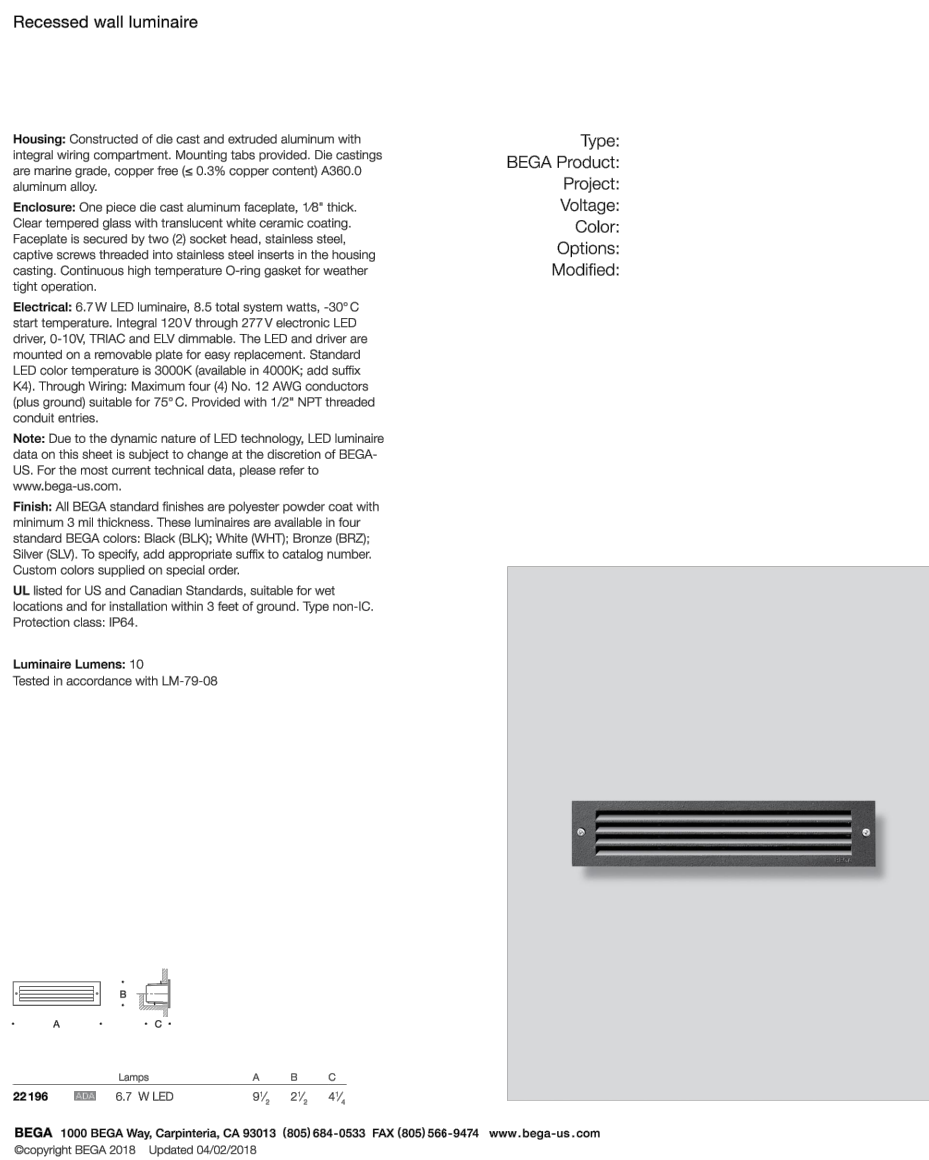
2 TREE PLANTER DIMENSIONS
1" = 1'-0"



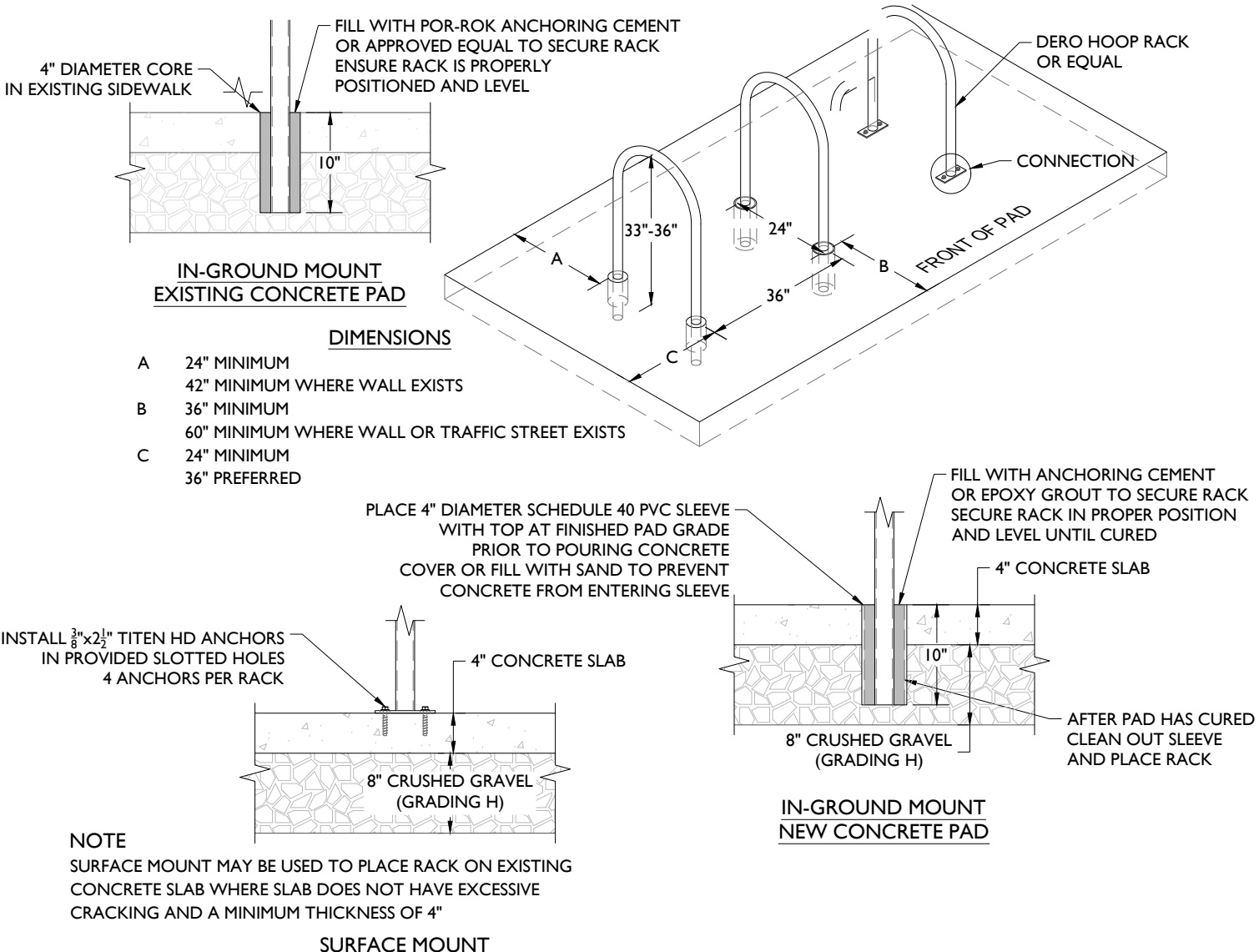
3 TREE WELL WITH GRATE
NOT TO SCALE



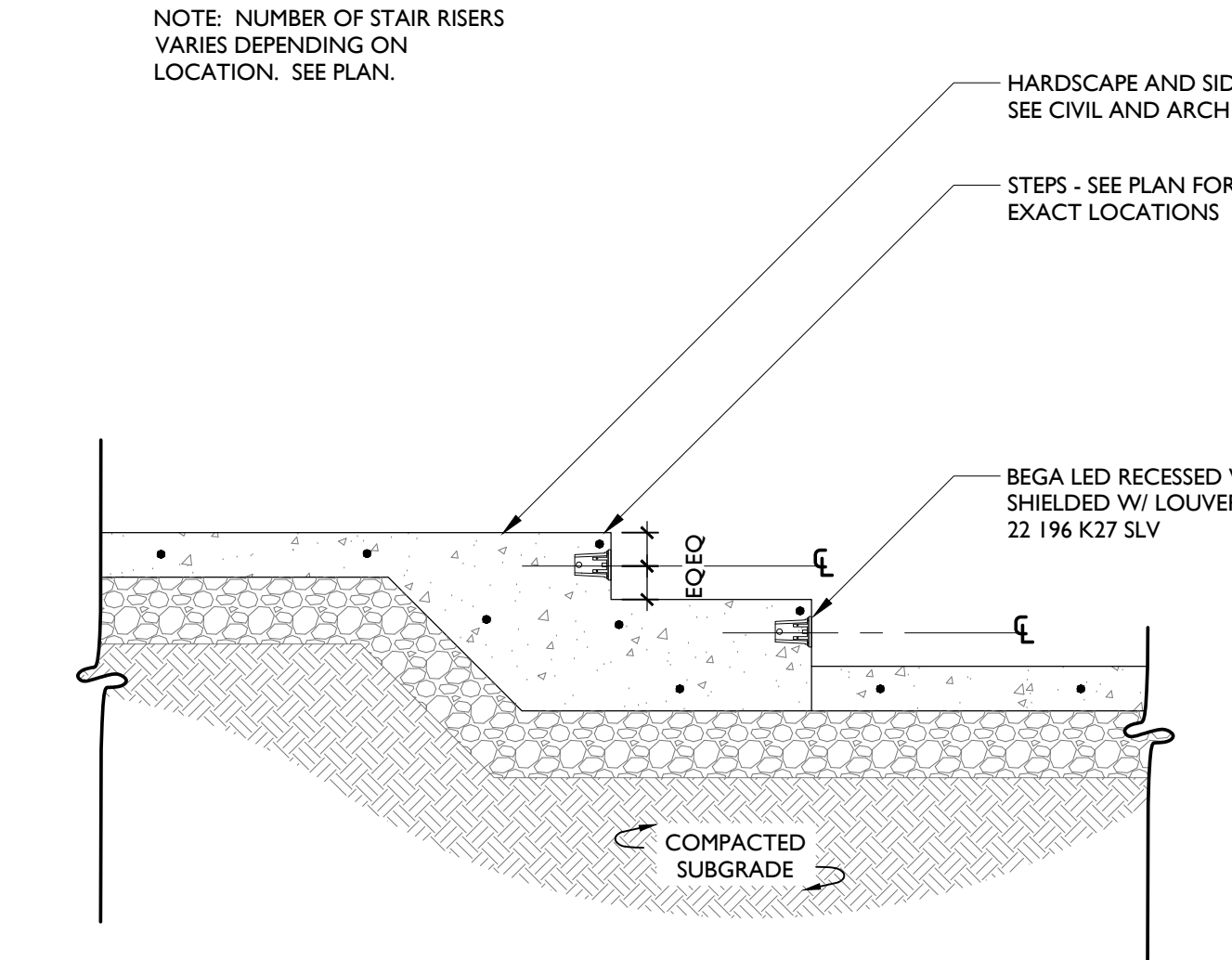
4 ROOT BARRIER
1" = 1'-0"



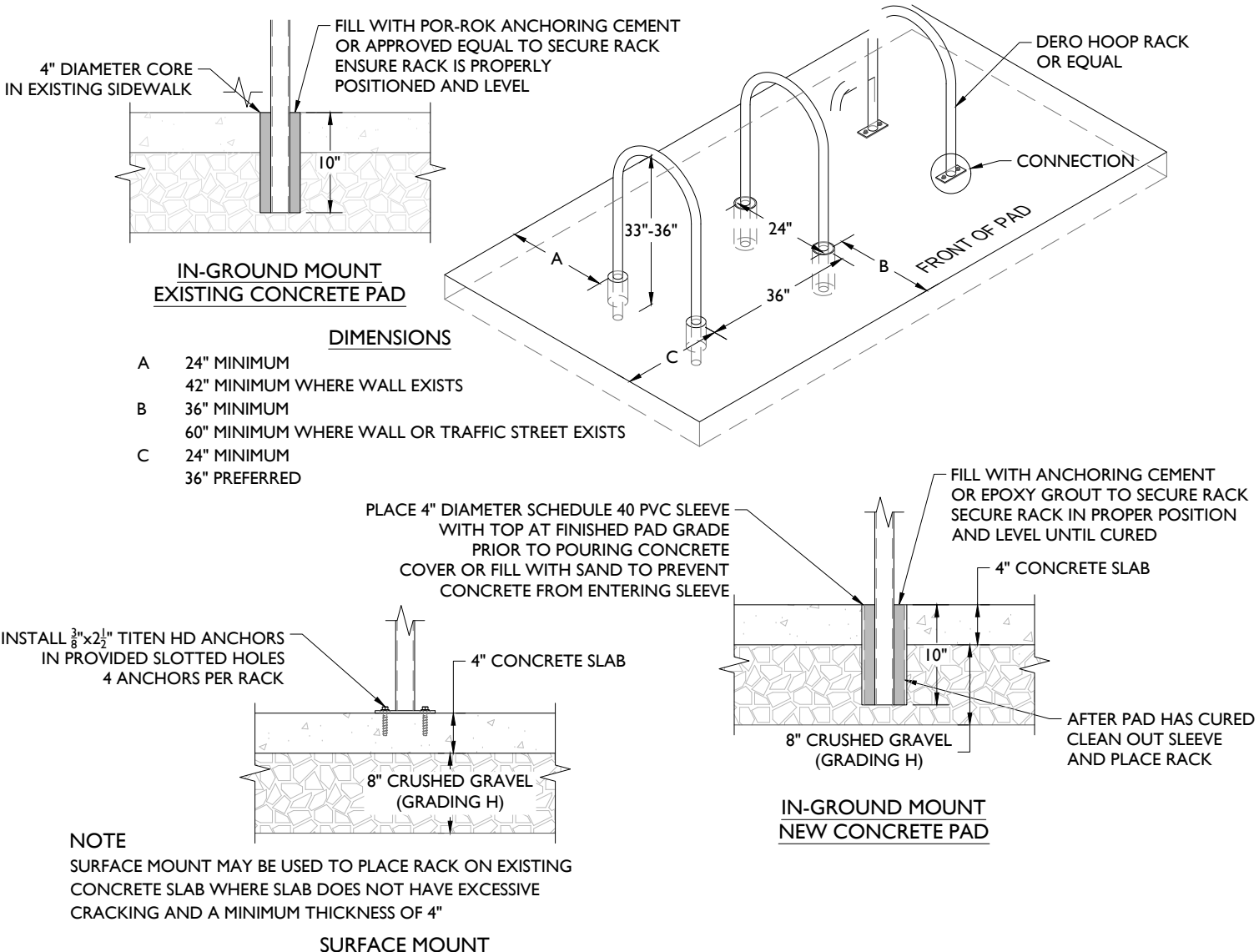
5 COBBLE MULCH
1" = 1'-0"



6 STEP LIGHT
3/4" = 1'-0"

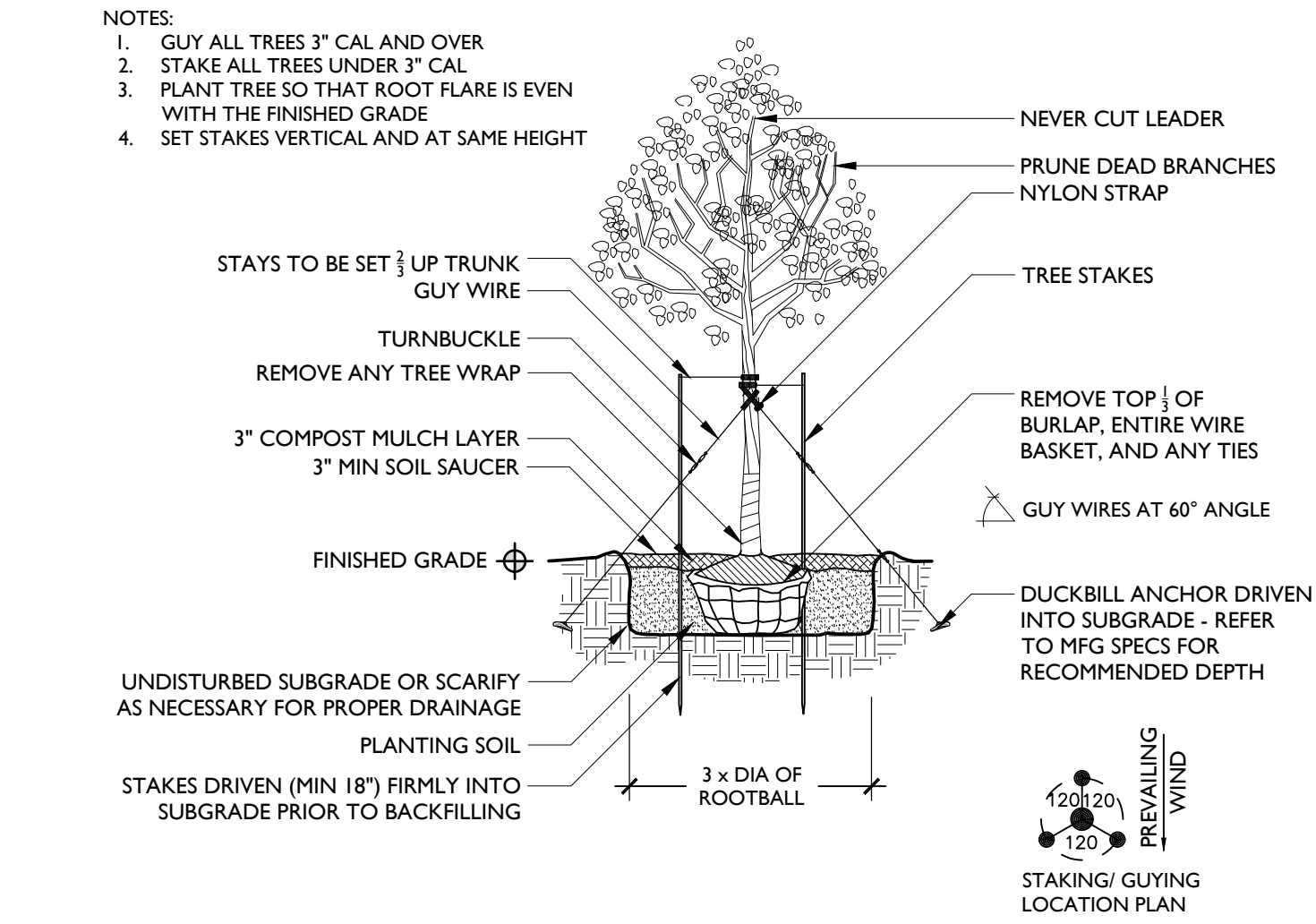


7 BIKE RACK
NOT TO SCALE

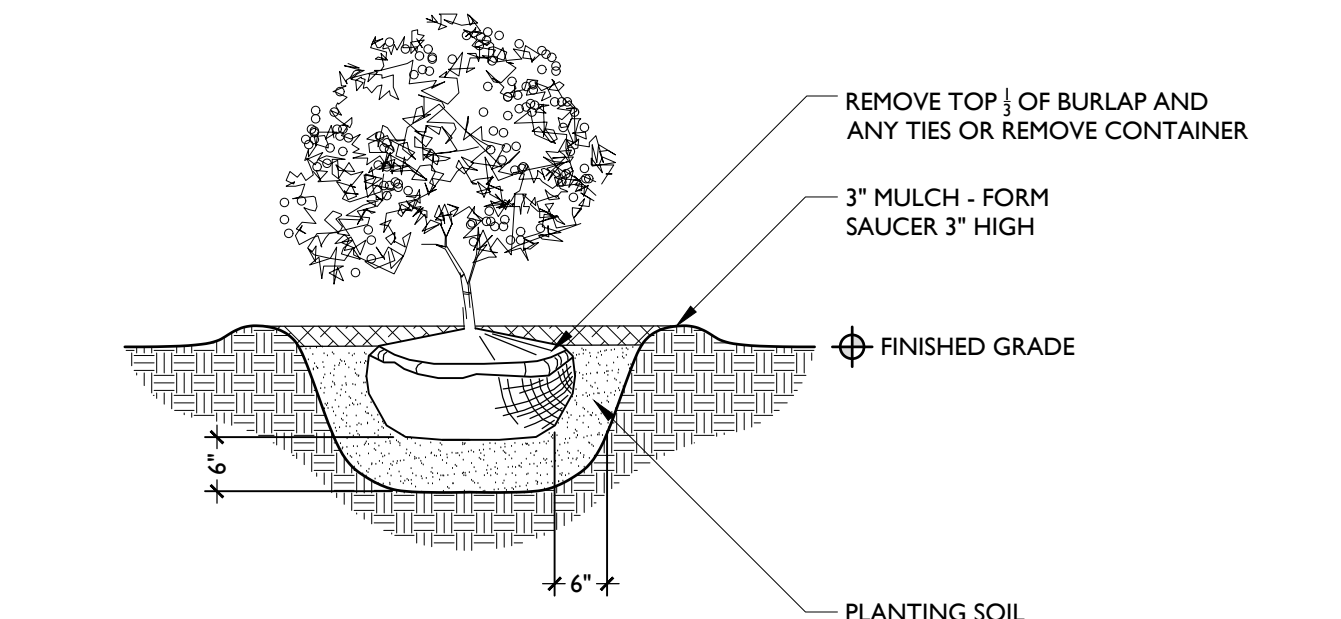


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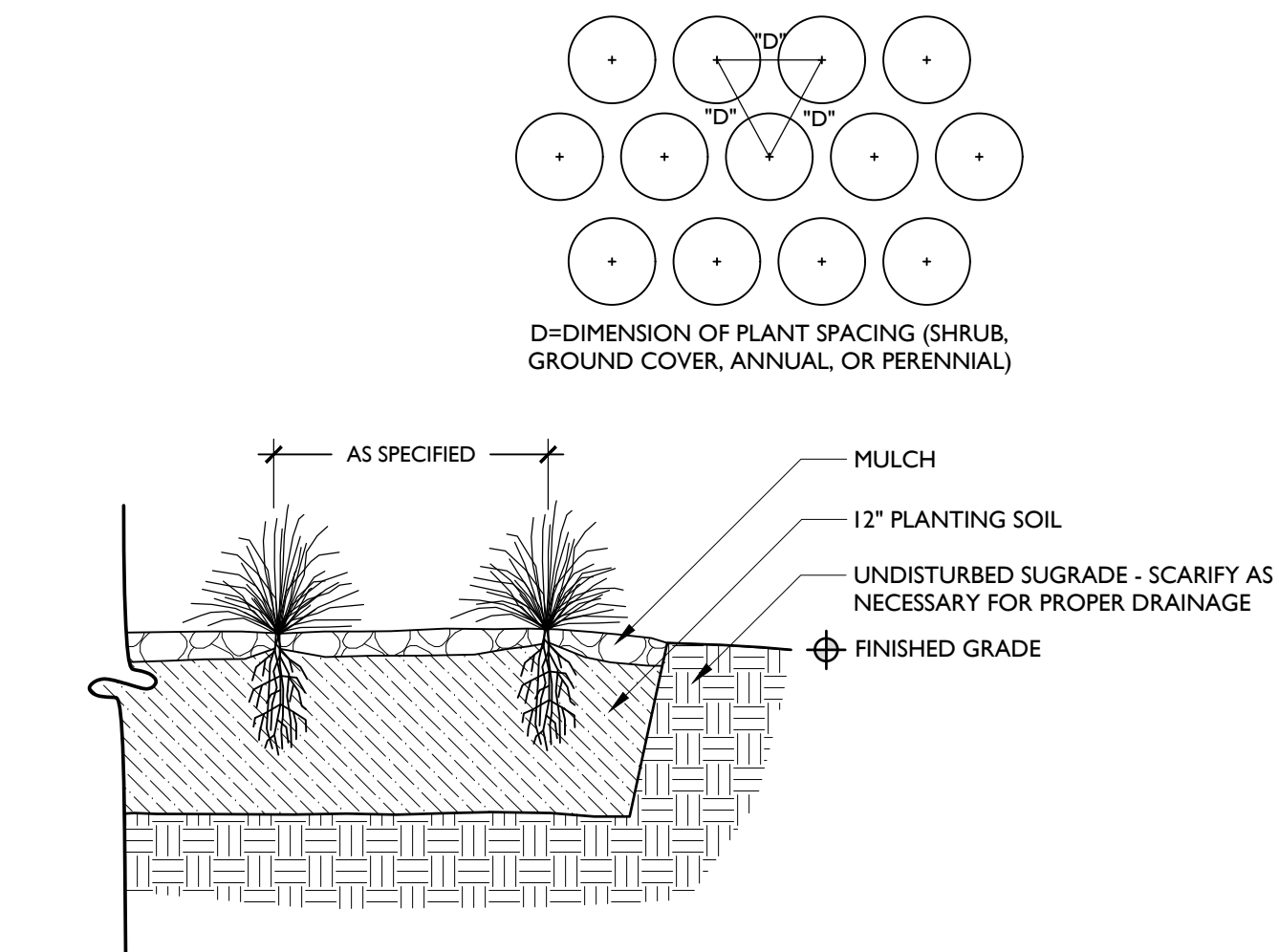
Issue Date:	10.31.2019 FDP SUBMISSION
Drawing Title:	LANDSCAPE DETAILS
Drawing Number:	L0.4



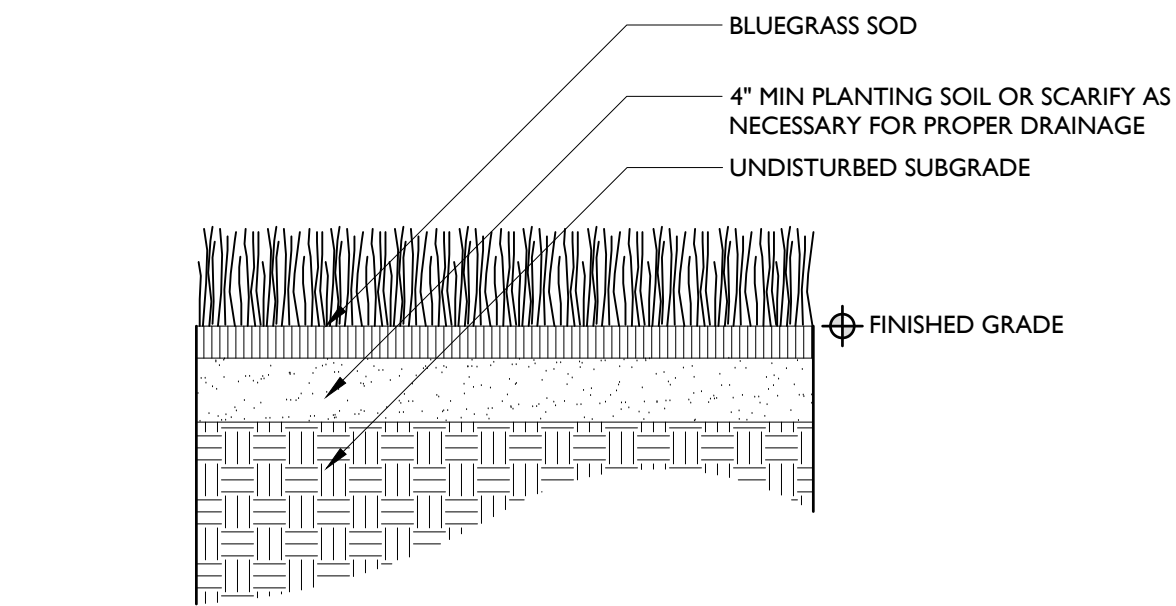
1 DECIDUOUS TREE PLANTING
1/4" = 1'-0"



2 SHRUB PLANTING
1/2" = 1'-0"



3 ORNAMENTAL GRASS PLANTING
1" = 1'-0"



4 GRASS SOD
1" = 1'-0"

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Drawing Title:
LANDSCAPE DETAILS
Drawing Number:
L0.5

Scale:

BY: JK

Date: 10.23.2019

Average Day Occupancy Rate ¹	50%
Max Day Factor ¹ , MDF	2.72
Peak Hour Factor ² , PHF	4

WATER DEMAND						
	a		b	c=a*b	d=MDF*c	e=d/1440 * PHF
	Quantity	Unit	Average gpd/unit	Average TOTAL, gpd	Maximum TOTAL, gpd	PEAK HOUR, gpm
Condo, 2 Bedroom	2	Bedroom	125	500	1360	3.8
Condo, 3 Bedroom	27	Bedroom	125	10125	27540	76.5
Subtotal Housing				10,625	28,900	80.3

FIRE SUPPRESSION						
Total Building Size	Building Type	Required Pressure ⁴	Required Duration ⁴	Total Fire Flow ⁴	Sprinkler Reduction ⁵	Adjusted Fire Flow ⁵
(SF)	(IBC)	(psi)	(hours)	(gpm)	(%)	(gpm)
120,000	IV	20	4	6250	75%	1563

Note:

¹ Based on daily rates from the WYDEQ CH 12, Section 8

² Peak Hour Factor based on busiest hour occurring during the busiest quarter of the day.

³ IFC - Appendix B, Table B105.1, Type III-B

⁴ IFC - Appendix B, Section B105.2, 75% reduction for automatic sprinkler systems, minimum 1500 gpm

BY: JK

Date: 10.23.2019

Bear Development					
WATER DEMAND - M22 FIXTURE CALCULATION					
	Fixture	No. Units	Fixtures per Unit ²	Fixture Value ¹	Fixture Value
H	Lavatory Sink	1	6	1.5	9
	Shower	1	1	2.5	3
	Bath Tub	1	3	8	24
	Toilet	1	4	6	24
	Kitchen Sink	1	1	1.8	2
	Dishwasher	1	1	1.3	1
	Laundry (washer)	1	2	3	6
	Utility Sink	1	1	4	4
F	Lavatory Sink	2	4	1.5	12
	Bath Tub	2	3	8	48
	Toilet	2	3	6	36
	Kitchen Sink	2	1	1.8	4
	Dishwasher	2	1	1.3	3
	Laundry (washer)	2	2	3	12
	Utility Sink	2	1	4	8
E1	Lavatory Sink	1	5	1.5	8
	Shower	1	1	2.5	3
	Bath Tub	1	3	8	24
	Toilet	1	4	6	24
	Kitchen Sink	1	1	1.8	2
	Dishwasher	1	1	1.3	1
	Laundry (washer)	1	2	3	6
	Utility Sink	1	1	4	4
E	Lavatory Sink	4	5	1.5	30
	Shower	4	4	2.5	40
	Bath Tub	4	3	8	96
	Toilet	4	1	6	24
	Kitchen Sink	4	1	1.8	7
	Dishwasher	4	1	1.3	5
	Laundry (washer)	4	2	3	24
	Utility Sink	4	1	4	16

Bear Development					
WATER DEMAND - M22 FIXTURE CALCULATION					
	Fixture	No. Units	Fixtures per Unit ²	Fixture Value ¹	Fixture Value
E2	Lavatory Sink	1	5	1.5	8
	Bath Tub	1	3	8	24
	Shower	1	1	2.5	3
	Toilet	1	4	6	24
	Kitchen Sink	1	1	1.8	2
	Dishwasher	1	1	1.3	1
	Laundry (washer)	1	2	3	6
	Utility Sink	1	0	4	0
A	Lavatory Sink	2	4	1.5	12
	Shower	2	1	2.5	5
	Toilet	2	3	6	36
	Bath Tub	2	3	8	48
	Kitchen Sink	2	1	1.8	4
	Dishwasher	2	1	1.3	3
	Laundry (washer)	2	2	3	12
	Utility Sink	2	1	4	8
B	Lavatory Sink	2	4	1.5	12
	Shower	2	1	2.5	5
	Bath Tub	2	2	8	32
	Toilet	2	3	6	36
	Kitchen Sink	2	1	1.8	4
	Dishwasher	2	1	1.3	3
	Laundry (washer)	2	2	3	12
	Utility Sink	2	1	4	8
C	Lavatory Sink	7	5	1.5	53
	Shower	7	1	2.5	18
	Bath Tub	7	3	8	168
	Toilet	7	4	6	168
	Kitchen Sink	7	2	1.8	25
	Dishwasher	7	1	1.3	9
	Laundry (washer)	7	2	3	42
	Utility Sink	7	1	4	28
D	Lavatory Sink	1	5	1.5	8
	Shower	1	1	2.5	3
	Bath Tub	1	3	8	24
	Toilet	1	4	6	24
	Kitchen Sink	1	2	1.8	4
	Dishwasher	1	1	1.3	1
	Laundry (washer)	1	2	3	6
	Utility Sink	1	1	4	4

Bear Development					
WATER DEMAND - M22 FIXTURE CALCULATION					
	Fixture	No. Units	Fixtures per Unit ²	Fixture Value ¹	Fixture Value
D1	Lavatory Sink	1	5	1.5	8
	Shower	1	1	2.5	3
	Bath Tub	1	3	8	24
	Toilet	1	4	6	24
	Kitchen Sink	1	2	1.8	4
	Dishwasher	1	2	1.3	3
	Laundry (washer)	1	1	3	3
	Utility Sink	1	1	4	4
C1	Lavatory Sink	2	5	1.5	15
	Shower	2	1	2.5	5
	Bath Tub	2	3	8	48
	Toilet	2	4	6	48
	Kitchen Sink	2	2	1.8	7
	Dishwasher	2	1	1.3	3
	Laundry (washer)	2	2	3	12
	Utility Sink	2	1	4	8
G	Lavatory Sink	1	5	1.5	8
	Shower	1	1	2.5	3
	Bath Tub	1	3	8	24
	Toilet	1	4	6	24
	Kitchen Sink	1	2	1.8	4
	Dishwasher	1	1	1.3	1
	Laundry (washer)	1	2	3	6
	Utility Sink	1	1	4	4
J1	Lavatory Sink	1	4	1.5	6
	Bath Tub	1	3	8	24
	Toilet	1	4	6	24
	Kitchen Sink	1	1	1.8	2
	Dishwasher	1	1	1.3	1
	Laundry (washer)	1	2	3	6
	Utility Sink	1	1	4	4
J	Lavatory Sink	1	5	1.5	8
	Bath Tub	1	3	8	24
	Toilet	1	4	6	24
	Kitchen Sink	1	1	1.8	2
	Dishwasher	1	1	1.3	1
	Laundry (washer)	1	2	3	6
	Utility Sink	1	1	4	4

Bear Development					
WATER DEMAND - M22 FIXTURE CALCULATION					
	Fixture	No. Units	Fixtures per Unit ²	Fixture Value ¹	Fixture Value
I	Lavatory Sink	1	3	1.5	5
	Bath Tub	1	2	8	16
	Toilet	1	3	6	18
	Kitchen Sink	1	1	1.8	2
	Dishwasher	1	1	1.3	1
	Laundry (washer)	1	1	3	3
	Utility Sink	1	0	4	0

TOTAL FIXTURE VALUE					1,867
---------------------	--	--	--	--	-------

Probable Water Flow Demand (AWWA M22 - Figure 4-3)	70
Design Pressure Adjustment Factor (AWWA M22 - 60 psi)	1.00
Adjusted Probable Demand (gpm) ³	70

Note:

¹ Fixture Value based on AWWA M22

² Fixture count based 10.25.2019 program

³ Domestic use only, no irrigation

BY: JK

Date: 10.23.2019

Average Daily Flow

60%

Peak Hour Factor

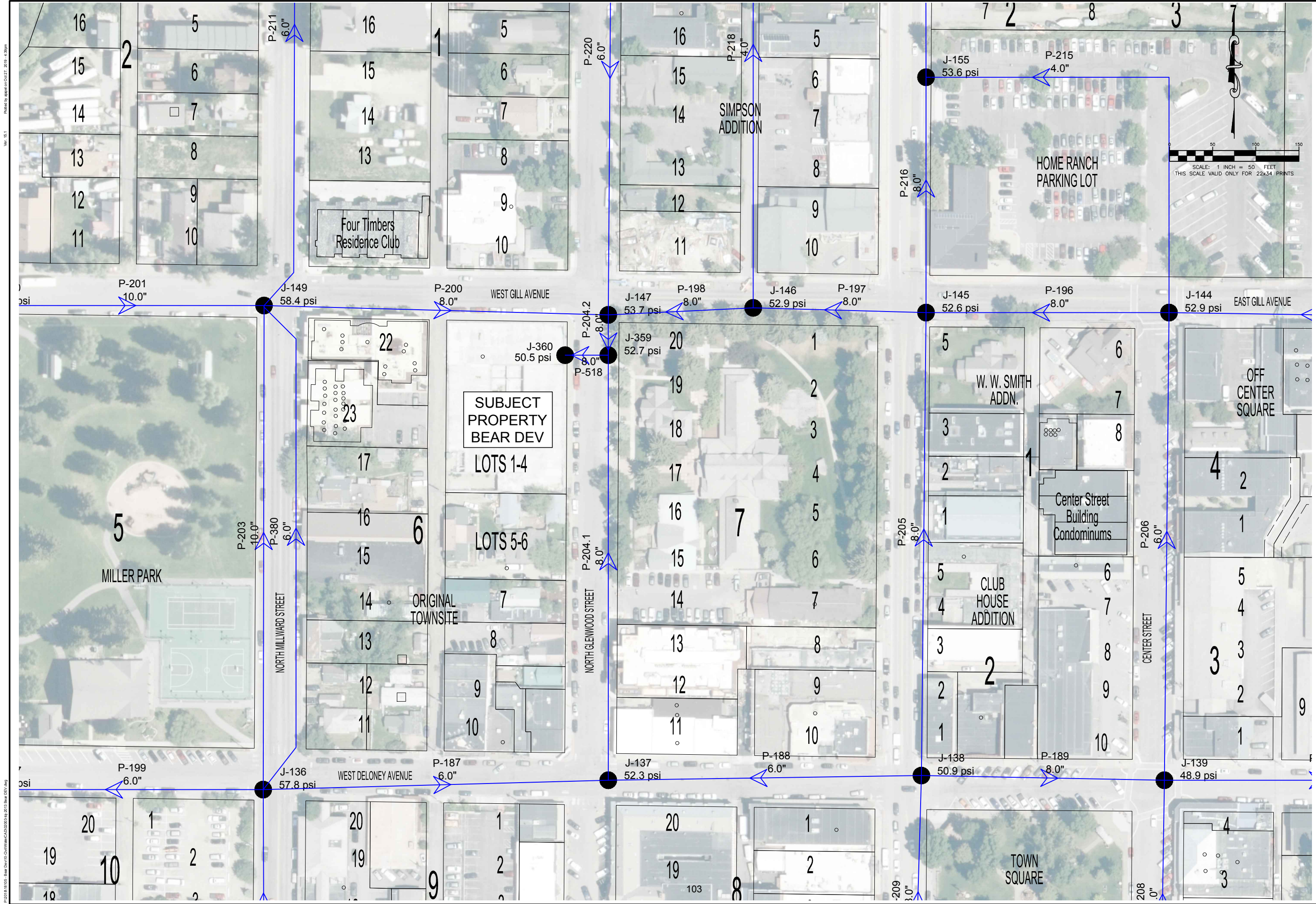
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SANITARY SEWER DEMAND							
Unit Type			No. of Units ²	Max Flow per Bedroom, gpd ¹	Average TOTAL, gpd	Maximum TOTAL, gpd	PEAK HOUR, gpm
H	3	Bedroom	1	150	270	450	1.3
F	3	Bedroom	2	150	540	900	2.5
E1	3	Bedroom	1	150	270	450	1.3
E	3	Bedroom	5	150	1350	2250	6.3
A	3	Bedroom	2	150	540	900	2.5
B	3	Bedroom	2	150	540	900	2.5
C	3	Bedroom	7	150	1890	3150	8.8
D	3	Bedroom	1	150	270	450	1.3
D1	3	Bedroom	1	150	270	450	1.3
C1	3	Bedroom	2	150	540	900	2.5
G	3	Bedroom	1	150	270	450	1.3
J1	3	Bedroom	1	150	270	450	1.3
J	3	Bedroom	1	150	270	450	1.3
I	2	Bedroom	2	150	360	600	1.7
TOTAL SANITARY SEWER DEMAND					7,650	12,750	35

Notes:

¹ Based on daily flow rates from the WYDEQ CH 11, Part B, Table 1

² Bedroom count shown based on Development Plan Review, 10.25.2019





JORGENSEN
JACKSON, WYOMING
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PROJECT TITLE:
GLENWOOD GILL CONDOMINIUMS
LOT 1-6 BLOCK 6, JACKSON
185 NORTH GLENWOOD
JACKSON, WYOMING

SHEET TITLE:	WATER MODEL ANALYSIS	
DRAFTED BY:	AJ	
REVIEWED BY:	JL	
PLAN VERSION	DATE	
TOJ MODEL	10/25/2019	
PROJECT NUMBER	18105	
SHEET	1 of 1	

November 30, 2018

Nick Orthmann
Bear Development, LLC
4011 80th Street
Kenosha, WI 53142

RE: GEOTECHNICAL INVESTIGATION REPORT, 165 AND 185 NORTH GLENWOOD STREET, JACKSON, WYOMING (PROJECT NO: 18105)

Dear Mr. Orthmann,

We are pleased to present this report of our geotechnical investigation for the proposed development at 165 and 185 N. Glenwood St. in Jackson, Wyoming. This report encompasses 165 N. Glenwood and updates the previous report for 185 N. Glenwood which was prepared by Womack & Associates (WAI) and issued to the Eden Group in November of 2006. The report describes site conditions observed during the investigations and presents engineering analyses and recommendations for the proposed new structure.

In summary, the recent subsurface exploration encountered essentially the same material as was observed in 2006 and engineering recommendations generally remain the same. Engineering analyses depending upon seismic parameters, which have changed since 2006, have been updated in this report, as well as references to the current version of the building code (IBC, 2015; ASCE 7-10).

Groundwater monitoring is strongly recommended during the spring run-off season of 2019 to verify site groundwater levels will not impact the proposed construction.

If you have any questions about this report, or if we may provide other services to you, please contact us. As the project progresses, we will be available to answer questions for you.

Respectfully submitted,

JORGENSEN GEOTECHNICAL



Colter H. Lane, P.E.
Geotechnical Project Engineer

Reviewed by:



Ray Womack, P.E., P.G.
Senior Geotechnical Engineer & Geologist

Cc: Arne Jorgensen, Hawtin-Jorgensen

**Geotechnical Investigation Report
165 and 185 North Glenwood Street
Jackson, Wyoming**

Prepared for:

**Nick Orthmann
Bear Development, LLC
4011 80th Street
Kenosha, WI 53142**

Prepared by:



JORGENSEN
GEOTECHNICAL, LLC

**PO Box 9550
Jackson, WY 83002**

November 30, 2018

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Appendix B:	2018 Borehole Logs
Appendix C:	USGS Seismic Design Maps Summary and Detailed Reports

1.0 INTRODUCTION

As authorized by Mr. Nick Orthmann of Bear Development, LLC, Jorgensen Geotechnical conducted a geotechnical investigation for the proposed development at 165 and 185 N. Glenwood Street in Jackson, Wyoming (Figure 1). The site is located in the Town of Jackson on the corner of North Glenwood Street and Gill St., about 750-ft east of the toe of East Gros Ventre Butte. Womack & Associates (WAI) previously conducted a geotechnical site investigation and prepared a geotechnical report for 185 N. Glenwood Street in October of 2006. The 2006 WAI report can be found in Appendix A of this report. The purposes of the additional field work conducted in November of 2018 were to verify soil and groundwater conditions at 165 N. Glenwood street are similar to those discovered at 185 N. Glenwood street in September of 2006, evaluate soil-engineering properties, and to provide recommendations for foundation construction.

2.0 PROPOSED CONSTRUCTION

It is our understanding the proposed structure will consist of an underground parking garage beneath a multi-story structure spanning both 165 and 185 N. Glenwood Street. Development of 185 N. Glenwood Street began between 2007 and 2009, but was never completed. Existing facilities include an underground parking garage and ramp at 185 N. Glenwood capped with a concrete slab. It is our understanding the walls of the parking structure were supported using soil nails, several of which extend into 165 N. Glenwood.

The southern portion of the project site located at 165 N. Glenwood Street is currently occupied by four separate structures, all of which will be demolished prior to construction of the proposed structure. Mr. Arne Jorgensen with Hawtin-Jorgensen Architects indicated the proposed building will be an extension of the existing structure at 185 N. Glenwood Street consisting of an underground parking garage with footings placed approximately 12 feet below the existing ground surface.

3.0 INVESTIGATION PROCEDURES

3.1 Environmental Assessment

A Phase I environmental assessment was completed by on September 6, 2006, for 185 N. Glenwood St. and consisted of a review of records provided by the Town of Jackson, Wyoming, Department of Environmental Quality (WDEQ), and the Environmental Protection Agency (EPA). The result of this assessment indicated that, while several surrounding areas are locally contaminated with hydrocarbons, the property was not associated with any current or historic environmental hazards.

3.2 Subsurface Investigation

The original field investigation conducted on September 14th and 15th, 2006, consisted of a preliminary site reconnaissance and a drilling and sampling program of three exploratory boreholes at 185 N. Glenwood, shown as BH-1 through BH-3 in Figure 2. The 2018 update

included two boreholes at 165 N. Glenwood, shown as JG-18-1 and JG-18-2 as shown in Figure 2. All five of the boreholes were drilled to depths ranging from 27 to 33 feet below the ground surface (bgs) in order to observe subgrade soil and groundwater conditions. One standpipe piezometer consisting of a two-inch, 20-slot PVC pipe completed with an eight-inch flush-mount surface vault was installed to 30-feet bgs in JG-18-1 during the November, 2018 site investigation. Descriptive logs of the boreholes can be found in Appendix B.

ProSonic Drilling provided contract drilling services for the 2006 investigation. The sonic drill rig had an interior diameter of 4" and returned continuous samples throughout the entire borehole depth during drilling. For Standard Penetration Tests (SPT), the sonic rig was equipped with a 140 lb. chain-drive hammer with a reported efficiency of 60%.

The 2018 drilling program was performed using a hollow-stem auger mounted on a Simco 2800HS drill rig. SPTs were performed at 2.5-ft intervals and samples were collected using a split spoon sampler driven by a rope and cathead pulley system dropping a 140-lb hammer 30-inches per blow. Blow counts (i.e., the number of blows to advance the sampler 6-inches) were recorded during each test, and adjusted to a hammer efficiency of 60% and overburden pressure of one atmosphere, as suggested by Youd and Idriss (1997) and Fang (1991), to obtain standard adjusted $(N_1)_{60}$ values in blows per foot (bpf).

The $(N_1)_{60}$ corrections account for differences in sampler size and configuration, hammer efficiency, overburden pressure, and other variables. It is very important to use the $(N_1)_{60}$ values for consideration of rock and soil strength rather than the field N-values. There is often significant variability between the two sets of blow counts.

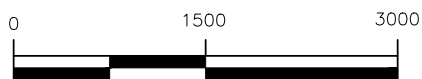
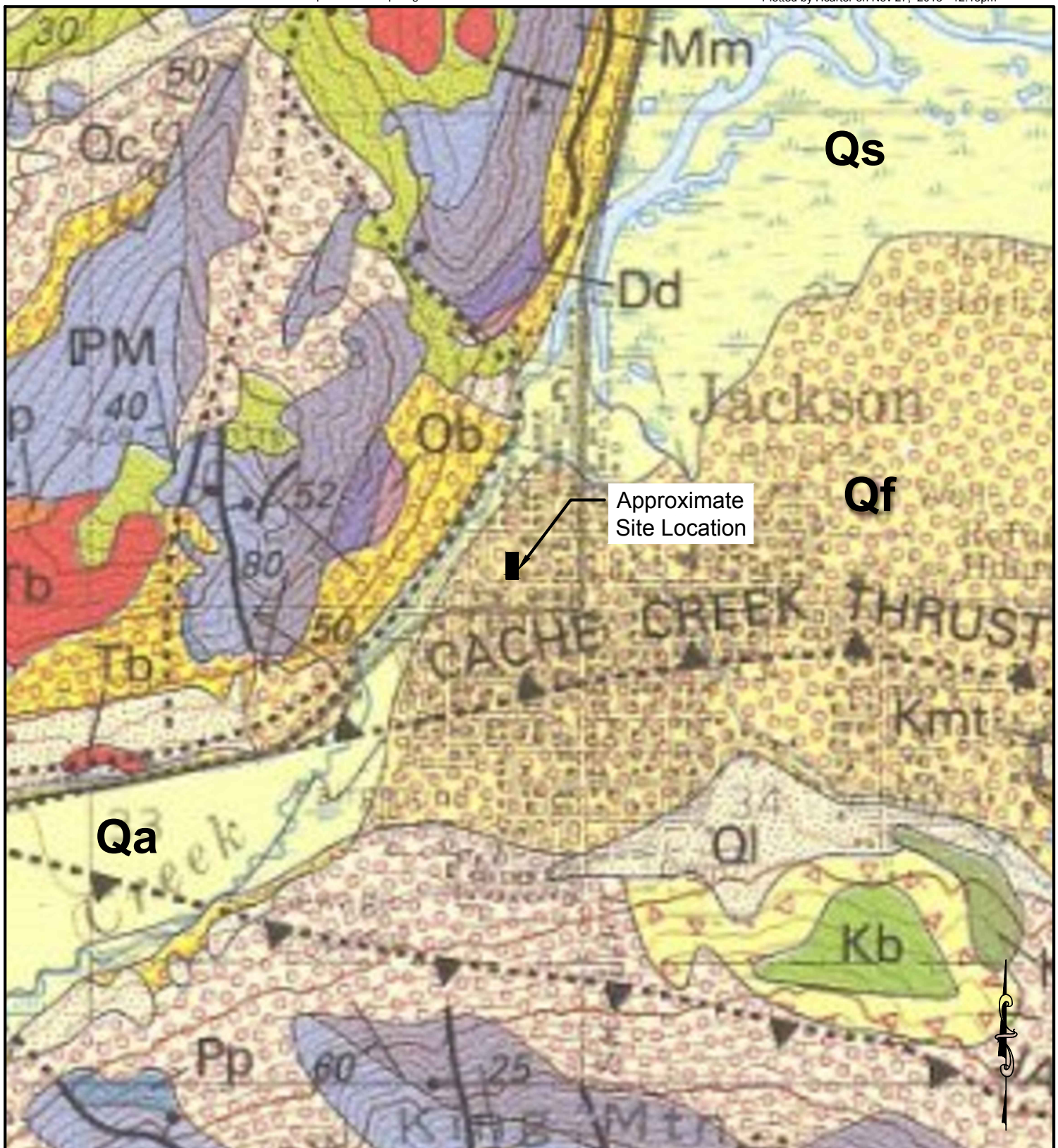
Soil types, consistencies, and relative moisture contents were observed and documented by a Jorgensen Geotechnical engineer during the 2018 investigation and a WAI engineer during the 2006 investigation. Site conditions and actual soil conditions may differ from those presented in the borehole logs. The approximate borehole locations are shown in Figure 2 and detailed borehole logs are presented graphically in Appendix B.

3.3 Laboratory Analysis

Given the stony character of soils encountered at the site, no laboratory testing was performed.

3.4 Report Preparation

This report describes the observed geologic and geotechnical site conditions and includes a site location and geologic map. Boreholes are presented graphically in Appendix B. This report provides engineering analysis and recommendations for the construction of foundation elements, drainage, and shoring elements.



SCALE: 1 INCH = 1500 FEET

THIS SCALE VALID ONLY FOR 8.5x11 PRINTS

From Love et al., 1992, Geologic map of Grand Teton National Park, Teton County, Wyoming

Map Symbols: Qf - Alluvial Fan Qs - Swamp Deposits
Qa - Alluvium - Gravel, Sand, and Flood-Plain Deposits

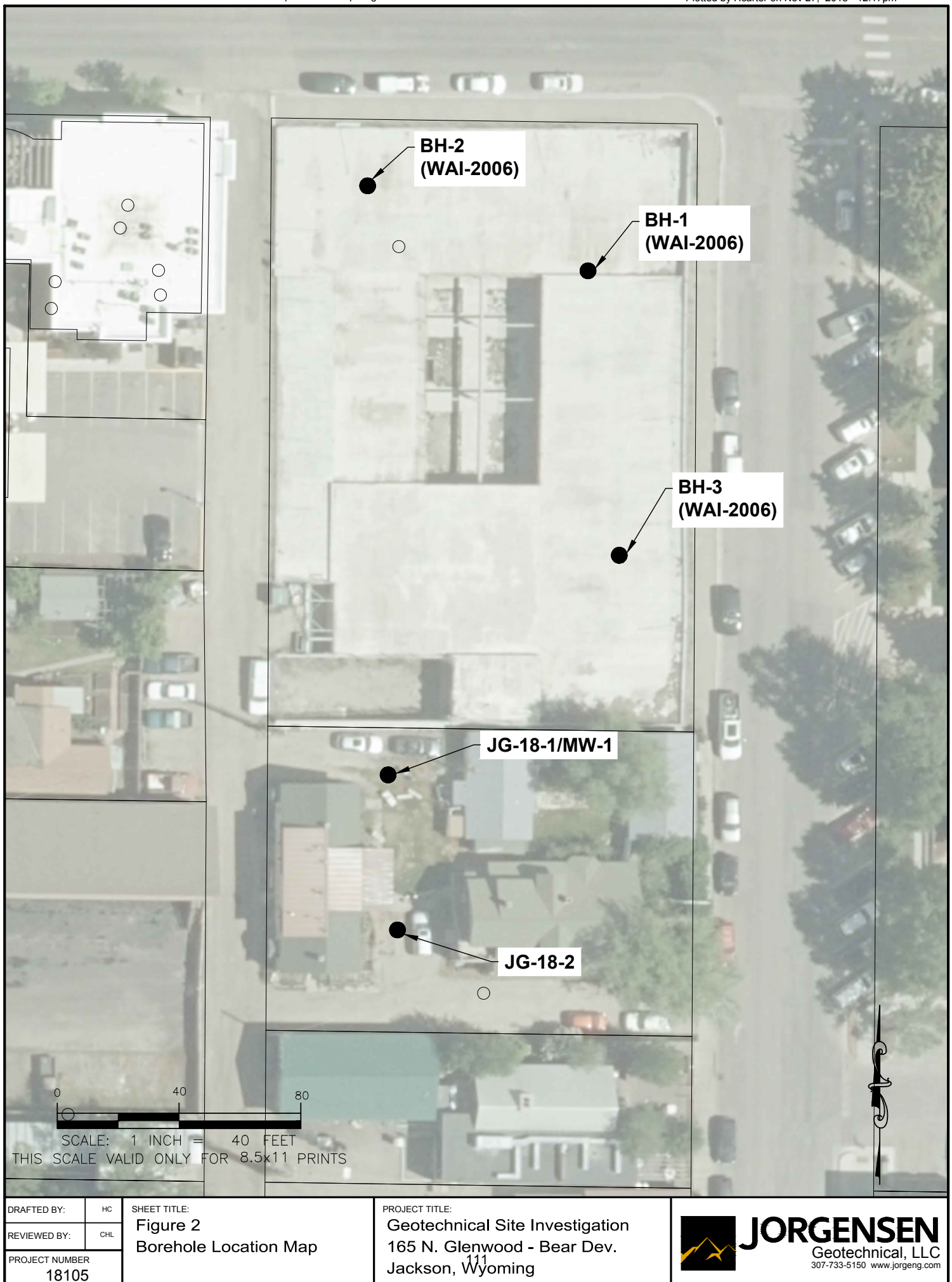
DRAFTED BY: HC
REVIEWED BY: CHL
PROJECT NUMBER
18105

SHEET TITLE:
Figure 1
Site Location and
Geologic Map

PROJECT TITLE:
Geotechnical Site Investigation
165 N. Glenwood - Bear Dev.
Jackson, Wyoming



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4.0 SITE CONDITIONS

4.1 Description

The project site is in the north part of the Town of Jackson, on the southwest corner of the intersection between North Glenwood Street and West Gill Avenue. The site is about one block east of Flat Creek and one block south and west of Cache Creek. The site is currently occupied by several structures. The northern portion of the site on 185 N. Glenwood Street is occupied by a partially completed underground parking garage, while the southern portion of the site on 165 N. Glenwood is currently occupied by four separate structures. The site is relatively level to very gently sloping to the northwest toward Flat Creek. Elevation at the site is about 6,210 feet above sea level.

4.2 Geology

A geologic map of the Grand Teton National Park (Figure 1), which encompasses the town of Jackson and the project site, was published by Love, et al, in 1992. The map shows the location of surficial deposits, bedrock units, and geologic structures (i.e., faults and folds). As depicted on the map, the project site is within the Cache Creek alluvial fan deposits (Qf) consisting of water-laid gravel, sand, silt, and clay with the finer grained deposits becoming more abundant at the distal ends of the fans (i.e., far from the mouth of the canyon), and stonier deposits at the proximal (i.e., near the mouth of the canyon) end of the fans. Soils encountered in the boreholes are consistent with the mapped geology and generally consist of sandy and clayey gravels. The alluvial fan is presumably underlain at depth by Tertiary and Paleozoic aged bedrock. Bedrock was not encountered in the boreholes and is expected to be very deep.

Numerous Quaternary aged (relatively young and potentially active) faults have been mapped in the Jackson area (Love et al, 1992; USGS, 2006), notably the East Gros Ventre fault, faults on the east and west side of West Gros Ventre Butte, and the Teton fault system along the east side (base) of the Teton Range. The surface trace of the Teton fault is located approximately 6 miles west of the project site. The mapped trace of the East Gros Ventre fault lies along the eastern base of East Gros Ventre Butte (Figure 1). This feature is mainly concealed beneath late Pleistocene to Holocene alluvium (Machette et al, 2001).

Two east-west trending buried fault segments, the Cache Creek thrust fault and the Jackson thrust fault, are mapped south of the project site (dotted lines with black triangles on Figure 1). The fault segments appear to be truncated by the north-south trending Teton fault system, and offset only the older geologic units (i.e., the Paleozoic and Tertiary aged rocks). These fault traces do not appear to offset the younger geologic units and therefore are inferred to be relatively old and inactive structures.

4.3 Soils

Similar soil conditions were encountered in all of the boreholes drilled for this investigation. Borehole BH-1 (2006) was drilled to a depth of 27 feet near the northeast corner of 185 N. Glenwood. Boreholes BH-2 and -3 at 185 N. Glenwood were drilled to depths of 27 and 28 feet in the northwest corner and southeastern corner of the lot, respectively. Borehole JG-18-1

(2018) was drilled to a depth of 31.5-ft near the northwest corner of 165 N. Glenwood, and JG-2 was drilled to a depth of 33-ft near the southwest corner. All borehole locations are shown on Figure 2.

The site is underlain by stratified alluvial fan deposits consisting primarily of medium dense to very dense sandy and clayey gravel/cobble. About 4-ft of very loose sandy silt fill was encountered at the ground surface in borehole JG-18-1 and JG-18-2. As indicated by the 2006 report (Appendix A) and borehole logs in Appendix B, most of the site is underlain by sandy gravel and cobble alluvial fan deposits. Based on field estimates, the stony alluvial fan soils consist of about 20-30% sand and 70-80% 5-inch minus subrounded gravel and cobbles. Adjusted blow count (N_1)₆₀ values in the stony alluvial fan are typically in the range of 20 to more than 50 bpf.

Thin beds of gravelly clay were encountered below about 25-ft in some borings. These thin, lenticular beds of clayey gravels are unlikely to affect foundation performance. Boring JG-18-2 encountered medium stiff massive clay from 29-ft bgs down to total depth of the boring at 33-ft. The adjusted blow count in this clay was 8 bpf, which indicates a soft to medium stiff consistency. However, assuming the foundations for the proposed structure are placed at approximately 12-ft bgs, the clay is too deep to affect foundation design. This clay may represent a remnant of the glacial lake beds that formerly occupied the valley or a fine-grained deposit near the distal (downstream) end of the alluvial fan.

4.4 Groundwater

Groundwater was encountered in boreholes BH-1 and BH-2 (WAI, 2006) in September of 2006 at approximately 25-ft below the ground surface. Groundwater monitoring at borehole BH-2 was conducted through the spring 2007, which indicated groundwater levels remain at approximately 25-ft bgs for a large portion of the year. Measured groundwater levels at the site did not appear to respond to flow levels in Flat and Cache Creeks. Groundwater was not encountered down to 33-ft bgs at 165 N. Glenwood at the time of drilling in October 2018, though the investigation occurred during what is typically considered a dry time of year. We strongly recommend groundwater monitoring in MW-1 (JG-18-1) during the spring of 2019. Construction methods used for parking areas below grade will be informed by groundwater monitoring data from MW-1 and BH-2. Recommendations for construction in areas of high groundwater are presented in Section 6.1.

4.5 Earthquakes and Ground Shaking

Jackson Hole is located within the Intermountain Seismic Belt, a zone of seismicity that extends from southern Utah through eastern Idaho, western Wyoming, and western Montana (Smith and Arabasz, 1991). The Teton fault along the eastern margin of the Teton Range about 6 miles northwest of the project site is considered an important structural element of the Intermountain Seismic Belt. Predicted recurrence intervals for maximum credible earthquakes have passed for most of the fault systems capable of generating magnitude 7.5 events in western Wyoming (Case, 1997), implying that the risk of major earthquakes may be high.

Ground motion accelerations should be derived for the project site in accordance with the general procedure defined in the International Building Code (IBC). The IBC references ASCE 7-10 to determine the ground motion accelerations. Based on subsurface soils and geologic maps, the site is classified as a Site Class D (“Stiff Soils”). For your convenience, USGS Seismic Design Maps Summary and Detailed Reports were produced assuming a risk category of I/II/III and are attached in Appendix C. These reports present design ground motion for structural design. The site’s seismic hazard results in a Seismic Design Category D.

The site is in an area of moderate seismic activity. The current peak horizontal acceleration (PGA) with 10% probability of exceedance in 50-years is approximately 0.20g, according to the USGS National Seismic Hazard Maps (2014). This has been applied in this report for analysis of seismic lateral loading on retaining walls; see Section 5.3.

The provisions of the IBC are intended to provide uniform levels of performance for structures, depending on their occupancy and use and the risk inherent to their failure. The approach adopted in the IBC is intended to provide a uniform margin of safety against collapse at the *design* ground motion. The *design* earthquake ground motion is selected at a ground shaking level that is 2/3 of the *maximum considered earthquake* (MCE) ground motion, which has a likelihood of exceedance of 2 percent in 50 years (a return period of about 2,500 years). The owner should be aware that the IBC is not intended to prevent damage or loss of function during a major earthquake; it is intended to reduce the risk of loss of life. Structural design should follow the level of risk tolerable to the owner.

4.6 Geological and Geotechnical Hazards

4.6.1 Liquefaction Potential

Loose, saturated sands and silty sands, and in some cases silts and gravels, may liquefy when exposed to seismic shaking. Liquefaction has been most prevalent in areas where loose saturated sands occur within about 30 feet or less of the ground surface, but in some instances, liquefaction has been reported in saturated deposits up to 60 feet deep (EERI, 1994).

The boreholes drilled to a depth of about 33 feet encountered sandy gravel and cobbles under the site that appear to be too stony and dense to liquefy in a seismic event. It is possible that liquefiable materials occur at greater depths. At this flat-lying location, liquefaction could potentially cause minor differential settlement. However, there appears to be little risk of “lateral spreading”, which is a major slope movement that is a common source of catastrophic failure during earthquakes.

4.6.2 Geological Hazards

The owner should be aware that in the event of a large magnitude earthquake, there are several geologic hazards that could potentially cause damage to structures (Smith et al, 1993). Potential hazards at this site might include strong ground shaking and ground cracking. Although the risk of surface rupture along an un-mapped fault trace exists, the risk is very small.

5.0 ENGINEERING ANALYSIS

5.1 Settlement

Foundation footings shall be placed on stony Cache Creek alluvial fan material. Significant consolidation (e.g., total settlement of 1-inch and differential settlement of 0.5-inches) of the dense to very dense, sandy and clayey gravels and cobbles observed in the boreholes is not anticipated. Removal of loose topsoil and fill material from the upper 2-4 feet is necessary, but is expected for the basement excavation. Removal of the loose fill shall extend to exterior footings including those for awnings, porches, and hardscapes.

5.2 Bearing Capacity

Bearing capacity of soil refers to its ability to resist shear failure under load. The bearing capacity of the stony alluvial fan deposits was estimated using Meyerhof's bearing capacity equation for strip footings (Bowles, 1996). Soil properties were estimated based on visual soil classification. The average unit weight of the soil is estimated to be about 125 pcf, and the friction angle is estimated to be about 36 degrees (Pit Slope Manual, 1982; Huang, 1983). The foundation footings are assumed to be 16 inches wide, placed on the sandy gravel and cobble alluvial fan. Assuming continuous 16-inch strip footings, an allowable bearing capacity for the stony alluvial material is estimated to be about 5,000 psf.

These values assume footings will be placed directly on the stony alluvial fan or approved engineered fill. Jorgensen should be contacted prior to the placement of structural fill or foundation elements to observe whether or not the excavation has reached competent stony alluvial fan or approved stony fill.

5.3 Lateral Pressures

Lateral pressures were calculated using methods suggested by Bowles (1996). Lateral pressures were calculated for at-rest, active, and passive conditions assuming level backfill, and are presented in Table 5-1. These values assume stony site material will be used as exterior backfill. We have assumed an estimated internal friction angle of 36° and a unit weight of 125 pounds per cubic foot (pcf) based on visual classification of the soils.

Table 5-1: Lateral Pressure Parameters for Native Stony Alluvial Fan Soils

Condition	Coefficient of Earth Pressure	γK (equivalent fluid pressure)
Static Conditions Level Backfill	$K_o = 0.41$ $K_a = 0.26$ $K_p = 3.85$	52 pcf 32 pcf 481 pcf
Earthquake Conditions Level Backfill	$K_{ae} = 0.32$ $K_{pe} = 3.65$	39 pcf 456 pcf

5.3.1 Active Pressures

For lateral pressure design of retaining walls, which are allowed to deflect and develop an active soil wedge, the calculated equivalent fluid pressure (γK_a) is about 32 pcf assuming a horizontal ground surface behind the retaining wall. This pressure distribution would be equivalent to a force of approximately $16H^2$ pounds per horizontal foot of wall acting at one-third the wall height (H) above the base.

Lateral pressures on retaining walls from earthquakes were estimated using the Mononobe-Okabe equations (Bowles, 1996; Duncan et al, 1990). Because the maximum acceleration occurs only briefly during an earthquake, it is common practice when designing dams and other earth structures to reduce the design acceleration to $\frac{1}{2}$ of the maximum design acceleration (Hynes-Griffin and Franklin, 1984). Thus, we have calculated seismic lateral pressures using a horizontal acceleration k_h of .10g ($\frac{1}{2}$ of k_h max) per the USGS (2014).

Research has indicated that lateral pressures due to earthquakes are non-hydrostatic in distribution, and the resultant acts above the lower third-point of the wall (Bakeer, et al, 1990). Accordingly, active soil pressures have been divided into two components that act at different wall heights. The static force acts at the lower third-point, as discussed above. The resultant force from seismic lateral pressures is applied at 60% of the wall height above the base with a magnitude equal to the difference between the seismic and static active pressures; i.e., $\frac{1}{2}(\gamma k_{ae} - \gamma k_a)H^2$ or $3.5H^2$.

5.3.2 Passive Pressures

For passive pressures, an equivalent fluid pressure (γK_p) of about 481 pcf was estimated for static conditions and 456 pcf for seismic conditions. Passive pressure design should neglect the loose fill and soil located within the frost zone.

5.3.3 At-Rest Pressures

For lateral pressure design of foundation walls, which are restrained and not allowed to deflect, the calculated at rest earth pressure (γK_o) is about 52 pcf, assuming a horizontal ground surface behind the foundation wall. Use the at-rest pressure or the active pressure under seismic conditions for foundation wall design, whichever is greater.

5.4 Soil Friction

Terzaghi, et al (1996) suggests the use of the internal strength of the soil for the friction angle along a concrete base in granular soils, with a maximum value of 30° . Accordingly, a friction value of 0.58, which is the tangent of 30° , is suggested if foundation elements are founded on the native stony alluvial fan or an approved structural fill. The friction value may be combined with the passive pressure to resist horizontal loads.

5.5 Shoring

It is our understanding the proposed basement footings may be more than 10 feet below ground surface. Shoring will likely be required around the perimeter of the new building.

Recommended shoring alternatives include H-pile walls and soil nails. When a building design has been selected, this office should be involved in selection of shoring techniques. It is our understanding the foundation walls for 185 N. Glenwood Street are supported by tie-backs or soil nails. It is assumed the soil nails were designed and installed using the soil nail parameters presented in Section 5.5.2 of the 2006 WAI report (Appendix A). Based on conversations with the Architect, it is our understanding the existing underground parking garage will be extended to the south onto 165 N. Glenwood Street using the same design and construction techniques. Therefore, selection and design of the shoring system for 165 N. Glenwood Street should mimic the performance of the original shoring system. Test data from the original construction is expected to represent the most accurate information for anchor or nail performance.

In light of the existing shoring system, the southern wall of the partially completed underground parking garage on 185 North Glenwood street contains several soil nails extending to the south onto 165 N. Glenwood street. Construction of the proposed construction must take into consideration the effect of removing these anchors and ensure the proposed excavation will not damage the existing structure.

6.0 RECOMMENDATIONS

6.1 Foundations

In our opinion, the sandy gravel and cobble alluvial fan soils below a depth of about 2 to 3 feet will provide adequate support for anticipated foundation loads of the proposed structure. Excavation for the foundation footings should remove the upper 2 to 3 feet of finer-grained soil and fill, exposing the top of the underlying gravel and cobbles. Foundation footings may be placed directly on the stony alluvial fan. Given the depth and stiff character of the two clay layers encountered we believe that over-excavation will not be necessary.

All footings should be placed below the frost line, including exterior footings for awnings and porches. The building code for Teton County requires that footings be placed at a minimum depth of 34 inches below finished grade, with a minimum foundation exposure of 6 inches above finished grade.

To further reduce the risk from potential settlement, any material loosened during the excavation process shall be compacted to a non-yielding state prior to placement of the concrete footings. A vibrating, smooth-drum roller compactor or “whacker” may be used to densify the coarse-grained soils. If the groundwater level is above the bottom of the footing excavation, compaction may not be feasible.

Because of the possibility of relatively shallow groundwater conditions at the site, a full-basement or below grade parking structure may be vulnerable to seepage. If the owner and architect plan to construct the building with a full-basement or underground parking, we strongly recommend a foundation system that is fully waterproofed unless groundwater monitoring in spring 2019 indicates otherwise. The foundation footings, stem walls, and floor slab should be constructed as a monolithic unit to eliminate joints and completely wrapped

with a waterproof membrane system. If necessary, adequate foundation reinforcement should be used to counteract buoyant forces that may be exerted on the floor slab.

Relying on a dewatering system to mitigate seepage into the lower levels of the building is not recommended. Mechanical means of dewatering may be problematical because of the high permeability of the stony soils and the anticipated large quantities of water that would need to be displaced. In addition, dewatering systems typically have high installation costs, long-term operation and maintenance expenses, and reliability and water discharge issues.

During foundation construction, shallow groundwater may be encountered. Dewatering to reduce water levels may be required during foundation construction. At this point we do not consider it necessary to specify dewatering procedures during construction. Pumping may be required and discharge of water may be problematical at this site. Adequate planning is important to address proper discharge of the water. These issues will not be of concern if groundwater does not rise significantly from its current level.

A Structural engineer should review the plans to check that adequate support is provided to the foundation systems. Minor settlement of footings, foundation walls, and floor slabs may result in small fractures in the concrete walls, concrete floor slabs, and sheetrock. These occurrences are normal and should not be a cause for concern.

6.2 Site Preparation

At the start of construction, the site should be cleared and stripped of topsoil, fine grained soils, and organic debris. No brush, roots, frozen material, or other deleterious or unsuitable materials shall be incorporated in the foundation subgrade or site-derived engineered fill. All exposed subgrade surfaces should be free of mounds and depressions which could prevent uniform compaction. If unexpected fills or obstructions are encountered during site clearing or excavation, such features should be removed and the excavation thoroughly cleaned prior to backfill placement and/or construction.

If fine-grained soils are observed at foundation depth, they should be removed and replaced with an approved engineered fill, such as pit-run or select site soils. During excavation for the foundation system, removal of large cobbles and boulders may disturb and loosen the surrounding material. All disturbed areas should be compacted with a smooth-drum vibratory roller, in vibratory mode with a minimum of three passes, prior to placement of structural fill and/or footing construction. The actual number of passes should be determined by observing whether the surface is yielding after each pass. If the surface appears to be yielding, the number of passes should be increased until a non-yielding condition is observed and approved by Jorgensen.

All excavations and foundation subgrades should be observed by a representative of Jorgensen prior to fill or concrete placement, especially if questionable materials are exposed. Notice shall be provided at a minimum of 24 hours before the requested observation.

6.3 Foundation Drains

Foundation drains were recommended in Section 6.4 of the 2006 WAI Report, though it is unknown if foundation drains were installed during the construction of the existing underground parking garage. Foundation drains for the proposed addition to the existing underground parking garage should mimic the existing foundation drain in order to obtain a single, harmonious system. This issue may be revisited following groundwater monitoring and final design.

6.4 Excavation and Cut Slope Stability

OSHA regulations (29CFR1926) appear to classify site soils as Type C. For planning and design purposes, simple cut slopes should be no steeper than 1.5H:1V in the stony alluvial fan. These are recommendations based on observations made at the time of the investigation. The contractor shall be responsible for adherence to OSHA and other safety regulations by observing soil and groundwater conditions at the time of construction.

Simple cut slopes may not be possible in all or most of the site. Site constraints such as adjacent buildings, utilities, and roads are likely to require shoring to support excavation for basement foundations. Selection and design of an appropriate shoring system is beyond the scope of this report, but may be provided upon request.

6.5 Final Backfilling and Grading

Properly compacted backfill will reduce settlement of the soil against foundation walls and beneath exterior concrete slabs. Exterior backfill around the building should consist of site materials placed in lifts no greater than 9 inches loose thickness and compacted. Existing site material may be used for exterior and utility trench backfill.

Structural fill should be used beneath exterior slabs-on-grade. Utility trenches should also be backfilled in lifts and compacted. Final grading should provide protection from frost. Do not over compact exterior backfills against “green” foundation walls.

Prior to placement of structural fill for the foundation subgrade or exterior slabs-on-grade, the site should be cleared and grubbed. No brush, roots, sod, frozen material, or other deleterious or unsuitable materials shall be incorporated in the foundation subgrade or structural fill.

6.6 Compaction of Engineered fill

If engineered fill is used to achieve final grades below footings, the fill may consist of select stony site material or imported pit-run fill placed in horizontal lifts no greater than 12 inches loose thickness, as indicated by Table 6-1. Larger cobbles (> 4” diameter) should not be used as structural backfill, except as specified in Table 6-1.

Table 6-1: Compaction Parameters for Stony Fill

Compactor Type	Lift Thickness	Maximum Particle Size	Minimum Number of Passes
5-ton vibratory	12 inches	9-inch*	3
1.5-ton vibratory	9 inches	6-inch	5
Hand-held	4 inches	4-inch	5

* Occasional clasts to 12-inch are permitted, if encountered, but should not be nested (placed against one another).

Stony fill will compact into a dense, strong, well-draining structural fill, and strict moisture control is usually not required. Compaction testing with a nuclear density gauge is usually problematic due to the presence of large stones. Therefore, we recommend compacting stony fills using a method specification, which may be established as follows:

- The contractor will place fill in loose lifts no greater than specified in Table 6-1 for whichever class of compactor is used.
- Fill will be compacted with the *minimum* number of passes specified in Table 6-1. The actual number of passes should be determined by observing compaction after each pass to determine if the surface is non-yielding. If the fill surface appears to be yielding, the number of passes should be increased until a non-yielding condition is observed.
- Once the number of passes is determined, this **method** (unique to the material type, compactor, lift thickness, and number of passes) may be continued for the rest of the project as long as fill material properties and subgrade soil conditions remain the same.

It is important to establish a method specification as early in the construction as possible and apply it consistently for the entirety of the building pad construction. JG should observe lift thickness, number of passes, and equipment used during compaction. Additional guidance on construction observations may be found in Section 6.12.

Exterior backfills should be placed as early as possible. However, do not over-compact exterior backfills against “green” foundation walls. Utility trenches should also be backfilled in lifts and compacted. Stony soils will require a vibrating smooth-drum roller or vibratory plate (i.e., hoe-pack or “jumping jack”) for compaction.

6.7 Final Grading

Properly compacted backfill and site drainage are important for protecting basements and foundation elements from water infiltration. Final grading should provide positive drainage of at least 0.5 foot in the first 10 feet (5%) away from the structure. Adequate gutters are strongly recommended. Roof runoff should be discharged at least 3 feet away from the building or exterior slabs. Swales or other moisture collection points should be avoided if possible within 10 feet of the foundation or retaining walls. Drainage swales should slope a minimum of 2%.

6.8 Interior Slabs-on-Grade

The recommendations in this section apply only if the basement has not been fully waterproofed and is within 5 feet of the seasonal water table. The interior floor slab should be at least 4 inches thick, and any slabs bearing vehicles should be at least 6 inches thick. Minor floor cracking of slab-on-grade construction is difficult if not impossible to prevent. Such cracking is normal and should be expected to occur with time. Buildings are almost never free of cracks, and cracking is caused by many factors other than soil movement, such as concrete shrinkage, normal activities, and daily and seasonal variability in temperature and humidity.

The following suggestions are recommended for standard slab-on-grade construction. An impermeable layer (usually plastic) is suggested beneath the slab, underlain by 4 inches of clean drain gravel that will act as a capillary break to reduce dampness. Two options are available to reduce the tendency for the concrete to crack as it dries. Three articles from the American Concrete Institute (ACI) that discuss these options are located in Appendix C of the 2006 WAI Report.

1. A blotter layer may be placed under the slab. In the past, loose sand has been used for this purpose, but is no longer recommended. A cover of 4 inches of trimmable, compactible, granular material may be placed over the sheeting to receive the concrete slab. This material usually consists of “crusher run material”, which varies in size from about 1.5-inch down to rock dust. Alternatively, 3 inches of fine graded material such as crusher fines or manufactured sand may be used.
2. The blotter layer may be eliminated if the concrete is reinforced properly. The article entitled “Controlling Curling and Cracking in Floors to Receive Coverings” provides a discussion of proper floor slab reinforcement. If the contractor needs additional guidance on reinforcement, a structural engineer should provide it.

The Teton County Building Department also requires a ventilation system for slab-on-grade construction in inhabited buildings. A ventilation system is not required for a deep basement or parking garage below the groundwater level.

6.9 Exterior Slabs-on-Grade

Exterior slabs (sidewalks, patios, driveways, etc.) typically sustain the greatest damage. Cracking is almost impossible to avoid, and freeze-thaw adds to the difficulty caused by soil consolidation. The fine-grained topsoil, silt, and clay fill material near existing ground surface could potentially cause severe frost or settlement damage. The following suggestions may reduce differential movement of exterior slabs.

Exterior concrete slabs should be at least 4 inches thick, 6 inches if supporting vehicles. Exterior slabs should not be tied to foundation walls. Any movement of exterior slabs may be transmitted to the foundation walls, resulting in damage. Posts for patios or other exterior columns should not bear on exterior slabs. If the slabs settle or rise, the movement can be

transmitted to the post, resulting in damage to the structure.

Exterior slabs placed on fine-grained soils may be very susceptible to frost heave, and any exterior flat work placed on these soils may perform poorly. Performance of the slabs may be improved by placement of at least 6 inches, preferably 12 inches, of gravel beneath the slab. Expansion joints are recommended in all concrete flatwork.

6.10 Ventilation and Radon

Evaluation of radon was beyond the scope of work; local codes should be followed and specialty contractors employed, if necessary. A capillary break layer (Section 6.8) may be necessary to accommodate a radon vent pipe. Teton County Building Code requires that slabs below living spaces be ventilated and sealed. Ventilation should also be provided for areas under crawl spaces. The building contractor is ultimately responsible for following local building codes.

6.11 Reinforcing, Utilities Testing, and Concrete Considerations

Footings, slabs, and foundation walls should be reinforced to resist differential movement. We strongly recommend consultation with a structural engineer to specify adequate reinforcement. Exterior concrete should contain 5% to 7% entrained air. We recommend pressure testing of water and sewer lines before backfilling.

6.12 Observation during Construction

Recommendations in this report are contingent upon our involvement. If any unexpected soils or conditions are revealed during construction, this office should be notified immediately to observe the conditions and make any necessary modifications. All excavations and foundation subgrades should be observed by a representative of JG prior to fill or concrete placement, especially if questionable materials are exposed. Notice shall be provided at a minimum of 24 hours before the requested observation.

We are able to provide the most value observing site conditions at the following times:

1. Upon completion of site preparation to verify stony alluvial fan soils or stony fill have been reached and prepared in accordance with Section 6.2.
2. During the placement of the beginning lifts of engineered fill, if required, to observe compaction (i.e., develop a method specification, see Section 6.6: and
3. Once the site has been prepared to the bottom of footing elevation to witness a proof roll with the compactor.

7.0 LIMITATIONS

This report has been prepared based on a limited amount of data. Actual site conditions may vary. This report, including engineering analysis, recommendations, figures, and design details are exclusive to the referenced site. Under no circumstances shall the figures be separated from the text and used independently. This report is not a stand-alone document and shall always be accompanied by the original 2006 WAI report found in appendix A of this report. Recommendations in this report are not applicable to other construction sites. These services have been performed in a manner consistent with the level of care and skill ordinarily exercised by members of the profession currently practicing in this area under similar conditions. No other warranty is made or implied.

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APPENDIX A

185 N. Glenwood Geotechnical Report (WAI, 2006)

**GEOTECHNICAL INVESTIGATION REPORT
MCCABE PROPERTY
185 NORTH GLENWOOD STREET
JACKSON, WYOMING**

Prepared for:

**Rick Benson
Eden Group
3395 North Pines Way
Wilson, WY 83014**

Prepared by:

**Womack & Associates, Inc.
P.O. Box 12650
Jackson, Wyoming**

October 17, 2006



WOMACK & ASSOCIATES, INC.

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• Geotechnical Engineering

• Geology

October 17, 2006

Rick Benson
Eden Group
3395 North Pines Way
Wilson, Wyoming 83014

**RE: GEOTECHNICAL INVESTIGATION REPORT, MCCABE PROPERTY PROJECT,
JACKSON, WYOMING**

Dear Rick:

We are pleased to present this report on our geotechnical investigation for the proposed development at the McCabe Property in Jackson, Wyoming. Two copies are enclosed. The report describes site conditions and presents engineering analyses and recommendations.

If you have any questions about this report, or if we may provide other services to you, please contact us. As the project progresses, we will be available to answer questions for you.

Respectfully submitted,

WOMACK & ASSOCIATES, INC.

Ray Womack 10-17-06

Ray Womack, P.E., P.G.

Enclosure: Reports

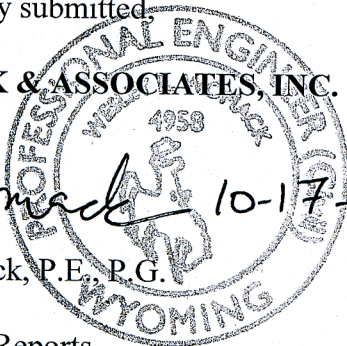


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1.0 INTRODUCTION

As authorized by Rick Benson of the Eden Group, Womack and Associates, Inc. conducted a geotechnical investigation for the proposed housing development at the McCabe Property in Jackson, Wyoming. The site is located in the Town of Jackson on the corner of North Glenwood Street and Gill St., just east of East Gros Ventre Butte. The purposes were to investigate soil and groundwater conditions, evaluate soil-engineering properties, and to provide recommendations for foundation construction.

2.0 PROPOSED CONSTRUCTION

Plans for the site include demolition of the existing multi-story office and printing complex and construction of a multi-story housing development with an underground parking structure.

3.0 INVESTIGATION PROCEDURES

3.1 Field Investigation

The field investigation conducted on September 14th and 15th, 2006, consisted of preliminary site reconnaissance and drilling and sampling of three exploratory boreholes. The boreholes were drilled to depths of about 25 to 30 feet in order to observe subgrade soil and groundwater conditions. Borehole locations are shown in Figure 1. Descriptive logs of the boreholes are in Appendix A.

ProSonic Drilling provided contract drilling services. The sonic drill rig had an interior diameter of 4" and returned continuous samples through the entire borehole depth. The sonic rig was equipped with a 140 lb. chain-drive hammer with a reported efficiency of 60%

Standard Penetration Tests (SPT) were performed using methods consistent with ASTM D 1586. The sample intervals were varied as judged appropriate by the engineering geologist. A 1 3/8-inch split-spoon sampler without liners was used for soil sampling. A 140-pound hammer dropped 30 inches was used to drive the split-barrel sampler, and the blows required to drive the sampler 18 inches were recorded in 6-inch increments. The blows for the final 12 inches were recorded as the unadjusted field "N-value", measured in blows per foot (bpf). Field N-values are presented on the logs in Appendix A. Field values should not be used for design purposes without correction.



APPROXIMATE
SCALE: 1" = 50'

Geotechnical Investigation Report McCabe Property 185 North Glenwood St. Jackson, Wyoming	Site Location Map	FIGURE 1
--	------------------------------	---------------------

The industry standard sampling procedure is the Standard Penetration Test (SPT). The standard split-spoon sample has an outside diameter (o.d.) of 2 inches and inside diameter (i.d.) of 1.375-inch (or 1.5-inch if liners are not installed). Field N-values were corrected to $(N_1)_{60}$ using procedures suggested by Youd, et al (2001). Corrected $(N_1)_{60}$ values are in Appendix B.

The corrections account for differences in sampler size and configuration, hammer efficiency, overburden pressure, and other variables. The $(N_1)_{60}$ values represent SPT values adjusted to a standard of one atmosphere of overburden pressure and hammer efficiency of 60%. It is very important to use the $(N_1)_{60}$ values for consideration of rock and soil strength rather than the field N-values. There is often significant variability between the two sets of blow counts.

Soil types, consistencies, and stratigraphic thicknesses were observed and documented by an Engineering Geologist. Field conditions were described for all soil types observed and representative samples were obtained from critical soil horizons. General topography and site conditions were observed by the geologist in order to place the boreholes in representative locations. Note that site conditions may be variable and actual soil conditions may differ from those represented in the borehole logs.

3.2 Laboratory Analysis

Given the coarse character of soils encountered at the site, no laboratory testing was performed.

3.3 Previous Investigations

A Phase I environmental assessment was completed by Womack & Associates on September 6, 2006 for the McCabe property and consisted of a review of records provided by the Town of Jackson, Wyoming Department of Environmental Quality (WDEQ), and the Environmental Protection Agency (EPA). The result of this assessment indicates that, while several surrounding areas are locally contaminated with hydrocarbons, the McCabe property is not associated with any current or historic environmental hazards.

3.4 Report Preparation

The report presents the site soil and groundwater conditions, borehole and monitoring well logs, location maps, engineering analyses, and recommendations to support design of the foundation elements.

4.0 SITE CONDITIONS

4.1 Description

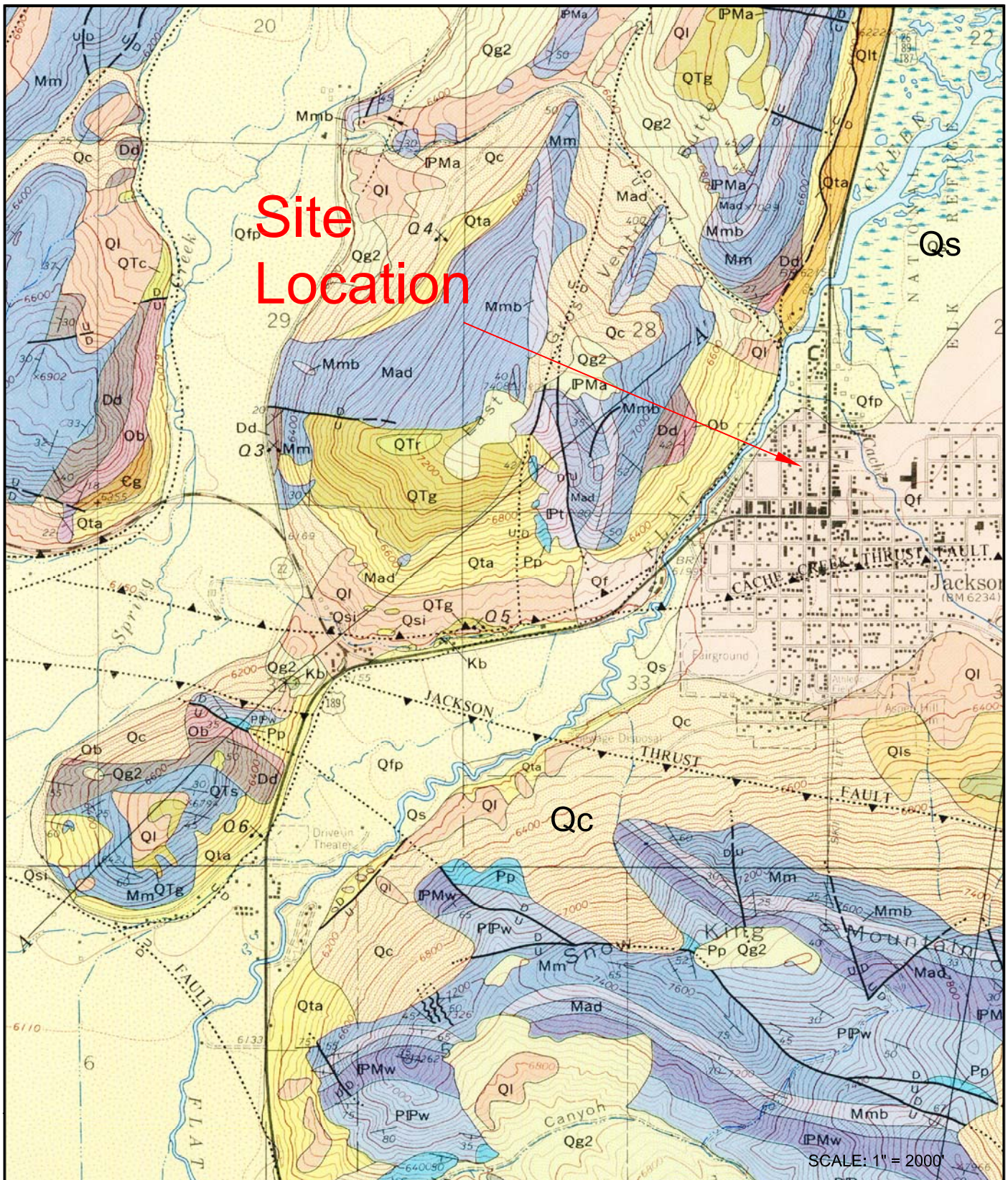
The project site is in the north part of the Town of Jackson, on the southwest corner of the intersection between Glenwood Street and Gill Street. The site is at the base of East Gros Ventre Butte about 1 block east of Flat Creek and 1 block south and west of Cache Creek. Currently, the southwest portion of the site is occupied by a building housing Grand Teton Lithography and several apartments. The north and east portions of the site are covered with asphalt paving and an unpaved (gravel) alley borders the west side of the parcel. Preliminary plans are to demolish the existing building and construct a new building for the Jackson Hole Community Housing Trust. As currently planned, the new structure will be a multi-story building with an underground parking garage. The site is relatively level to very gently sloping to the northwest toward Flat Creek. Elevation at the site is about 6,210 feet above sea level. At the time of our investigation, no demolition, site grading, excavation, or construction activity had been initiated for the new building.

4.2 Geology

A geologic map of the Grand Teton National Park (Figure 2), which encompasses the town of Jackson and the project site, was published by Love, et al, in 1992. The map shows the location of surficial deposits, bedrock units, and geologic structures (i.e., faults and folds). As depicted on the map, the project site is covered by Holocene to Quaternary aged alluvial fan deposits (Qf), although the material encountered in the boreholes drilled for this investigation is interpreted as alluvium (Qa) consisting of clay, silt, sand and gravel stream channel deposits. The alluvium is presumably underlain at depth by Tertiary and Paleozoic aged bedrock. Bedrock was not encountered in the boreholes, and depth to bedrock is unknown.

Numerous Quaternary aged (relatively young and potentially active) faults have been mapped in the Jackson area (Case, 1997, Machette et al, 2001), notably the East Gros Ventre fault, faults on the west side of West Gros Ventre Butte, and the Teton fault system along the east side (base) of the Teton Range. The surface trace of the Teton fault is located approximately 6 miles west of the project site. The mapped trace of the East Gros Ventre fault lies along the eastern base of East Gros Ventre Butte (Figure 2). This feature is mainly concealed beneath late Pleistocene to Holocene alluvium (Machette et al, 2001).

Two east-west trending buried fault segments, the Cache Creek thrust fault and the Jackson thrust fault, are mapped south of the project site (dotted lines with black triangles on Figure 2). The fault segments appear to be truncated by the north-south trending Teton fault system, and offset only the older geologic units (i.e., the Paleozoic and Tertiary aged rocks). These fault traces do not appear to offset the younger geologic units and therefore are inferred to be relatively old and inactive structures.



Map Symbols: Qa - Alluvium Qf - Alluvial Fan Deposits Qs - Swamp Deposits
 Qc - Colluvium Ql - Loess Deposits Qt - Talus Deposits

From Love et al, 1992, Geologic Map of Grand Teton National Park, USGS I-2031

Geotechnical Investigation Report
 McCabe Property
 185 North Glenwood
 Jackson, Wyoming

GEOLOGIC MAP

FIGURE

2

UPDATE TIME: 1630

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WOMACK AND ASSOCIATES, INC.

4.3 Soils

Similar soil conditions were encountered in all of the boreholes drilled for this investigation. Borehole BH-1 was drilled to a depth of about 27 feet near the northeast corner of the site. Boreholes BH-2 and -3 were drilled to depths of about 27 and 28 feet in the lot's northwest corner and southeastern corner, respectively. A fourth borehole was planned for the alley on the lot's western side but was not drilled due to utility conflicts.

The site is underlain by stratified stream deposits consisting of fine-grained and coarse-grained alluvium. Some non-engineered fill was also encountered in the uppermost portion of the boreholes. As indicated by the borehole logs in Appendix A, most of the site is underlain by coarse sandy gravel and cobble alluvium. Based on field estimates, the coarse-grained alluvium consists of about 20-30% sand with the remainder of 5-inch minus subrounded gravel and cobbles. Adjusted blow count $(N_1)_{60}$ values in the coarse-grained alluvium are typically in the range of 20 to 50 bpf.

Two fine-grained deposits were encountered. The first was a 1 foot thick layer in borehole BH-2 at a depth of 24 feet. The deposit is very stiff, embedded with 1-inch minus angular weathered rock fragments, and appears to be an ancient landslide deposit from nearby West Gros Ventre Butte. This layer appears to lens out, as we did not encounter it in any of our other borings. The second fine-grained layer consisted of 10% sand, 30% subrounded 1-inch minus gravel, and 60% clay. This 1.4 foot thick layer was encountered at a depth of 25 feet below the ground surface in borehole BH-3. Given the sand and gravel content of this clay layer, we believe it is significantly different from the clay layer encountered in borehole BH-2 and likely lenses out as well. These thin, lenticular clays are unlikely to affect foundation performance

4.4 Groundwater

Groundwater was encountered in boreholes BH-1 and BH-2. At the time of our investigation in mid-September 2006, groundwater level varied from about 24.5 to 25.5 feet below the ground surface. Our site investigation was performed during what is typically considered the lowest time of year for groundwater levels. Groundwater levels at the site fluctuate in response to seasonal precipitation, long-term precipitation trends and flow levels in Flat and Cache Creeks.

Construction methods used for parking areas below grade will be informed by groundwater monitoring data from the well at borehole BH-2 through spring 2007. Recommendations for construction in areas of high groundwater are presented in Section 6.0

4.5 Earthquakes and Ground Shaking

Jackson Hole is located within the Intermountain Seismic Belt, a zone of seismicity that extends from southern Utah through eastern Idaho, western Wyoming, and western Montana (Smith and Arabasz, 1991). The Teton fault along the eastern margin of the Teton Range about 6 miles west of the project site is considered an important structural element of the Intermountain Seismic Belt. Predicted recurrence intervals for maximum credible earthquakes have passed for most of the fault systems capable of generating magnitude 7.5 events in western Wyoming (Case, 1997), implying that the risk of major earthquakes may be high.

Gilbert et al (1983) estimated that an earthquake of approximately magnitude M_s 6.5 might be anticipated along the Teton fault about once in 500 years, which is consistent with the design earthquake specified by the IBC (2006). Historically, no significant earthquake epicenters have been associated with the Teton fault, although earthquakes occurred in Jackson Hole along other faults during the last century. Research by Smith and others (1993), suggests that the southern portion of the Teton fault may have stored sufficient energy to produce a magnitude $M_s = \sim 7.2+$ earthquake. However, Machette, et al (2001), do not classify the Teton Fault as an active fault south of Phillips Canyon, and estimate that slip rates along the southern portion of the south end of the active fault (north of Phillips Canyon) and along fault splays in Phillips Canyon are less than 0.2 mm/yr (i.e., very low).

The recurrence interval for a magnitude 7.5 event on the Teton fault is estimated to be in the range 700 to 2,000 years (Case, 1997; Machette et al, 2001). To put this recurrence interval into perspective, an earthquake with a 10% chance of occurrence in 250 years (commonly used for design of major dams and sensitive structures) has an average recurrence interval of about 2,500 years. Such an event would cause shaking typical of the *maximum considered earthquake* (MCE). The owner should be aware that, although the *design* ground motion is consistent with the 2006 International Building Code (IBC) for the site, much larger earthquakes are possible, although the risk is smaller.

Site ground motion accelerations and a design response spectrum were derived in accordance with the general procedure defined in the 2006 International Building Code (IBC). The provisions of the 2006 IBC are intended to provide uniform levels of performance for structures, depending on their occupancy and use and the risk inherent to their failure.

The approach adopted in the 2006 IBC is intended to provide a uniform margin of safety against collapse at the *design* ground motion. The *design* earthquake ground motion is selected at a ground shaking level that is 2/3 of the *maximum considered earthquake* (MCE) ground motion. The MCE ground motion is defined with a uniform likelihood of exceedance of 2 percent in 50 years (a return period of about 2,500 years). The Site Ground Motion and Design Response Spectrum for the 2000 IBC is presented in Figure 3.

Earthquake Loads – Site Ground Motion and Design Response Spectrum 2000 International Building Code (IBC)*

Approximate Site Location: **Latitude = 43° 28'59" Longitude = 110°45'43"**

Mapped Maximum Considered Earthquake (MCE) Spectral Response Acceleration Parameters: (Tables 1615.1-10)

Short Period (S_s) = **1.107**

1-Sec Period (S_1) = **0.400**

Site Class Definition:

D - Stiff Soil Profile – Site Class Definitions (Tables 1615.1.1)

Site Coefficients and Adjusted MCE Spectral Response Acceleration Parameters: [Equations 16-16 and 16-17 and Tables 1615.1.2(1) and 1615.1.2(2)]

S_{MS} = **1.173**

S_{M1} = **0.640**

F_a = **1.06** *interpolated from table

F_v = **1.60** *interpolated from table

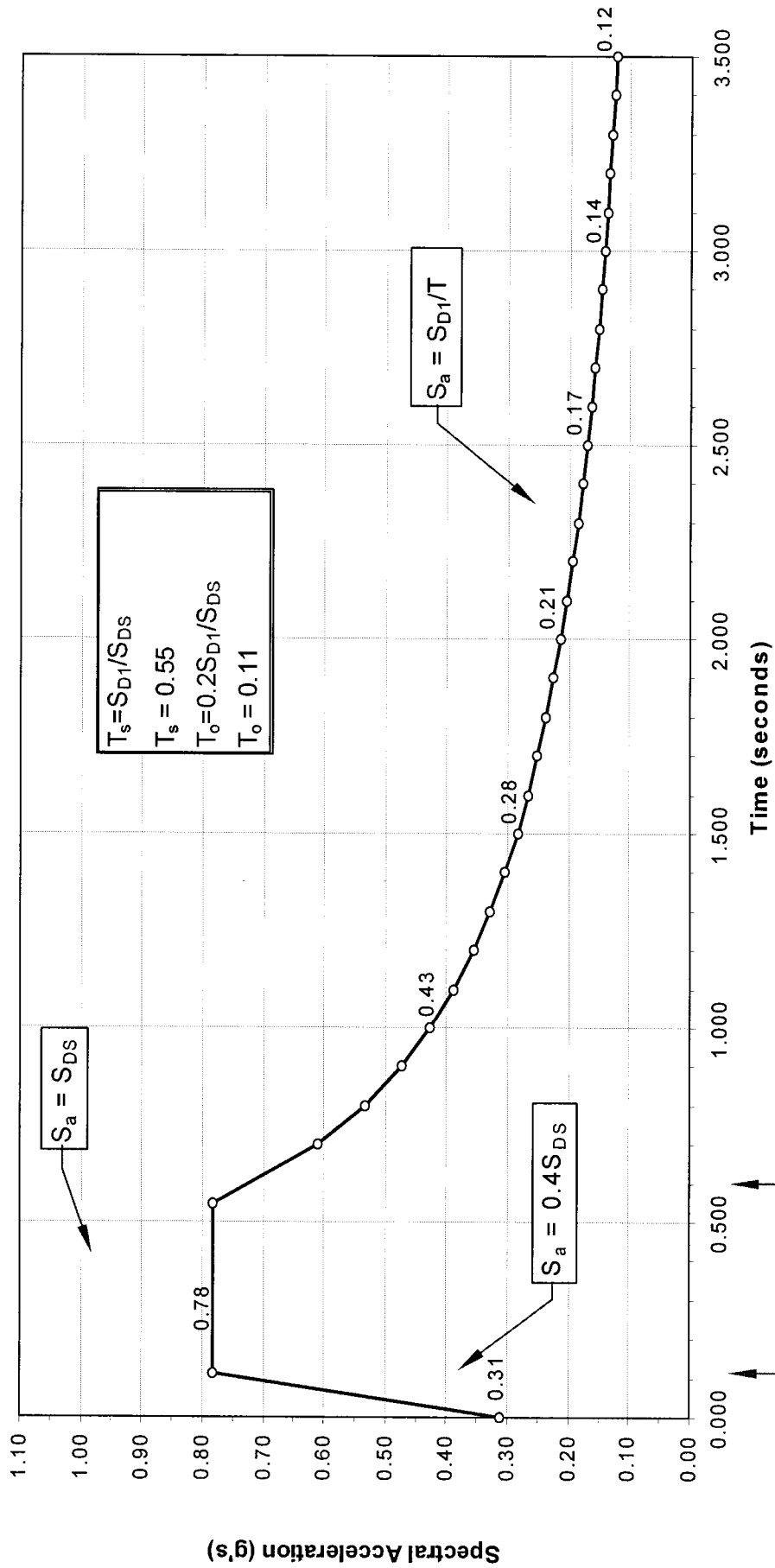
Design Spectral Response Acceleration Parameters: [Equations 16-18 and 16-19]

S_{DS} = **0.782**

S_{D1} = **0.427**

*2006 International Building Code, Chapter 16, Section 1615 - Earthquake Loads – Site Ground Motion.

Design Response Spectrum (2006 IBC) - Site Class D McCabe Property, North Glenwood Street, Jackson, Wyoming



4.6 Liquefaction Potential

Loose, saturated sands and silty sands, and in some cases silts and gravels, may liquefy when exposed to seismic shaking. Liquefaction has been most prevalent in areas where loose saturated sand occurs within about 30 feet or less of the ground surface, but in some instances, liquefaction has been reported in saturated deposits up to 60 feet deep (EERI, 1994).

The boreholes drilled to a depth of about 27 feet encountered sandy gravel and cobbles under the site that appear to be too coarse and dense to liquefy in a seismic event. It is possible that liquefiable materials occur at greater depths. At this flat-lying location, liquefaction could potentially cause damaging differential settlement. However, there appears to be little risk of “lateral spreading”, which is a major slope movement that is a common source of catastrophic failure during earthquakes.

4.7 Geologic Hazards

The owner should be aware that in the event of a large magnitude earthquake, there are several geologic hazards that could potentially cause damage to structures (Smith et al, 1993). Potential hazards at this site might include strong ground shaking, ground cracking, surface rupture along an un-mapped fault trace, and liquefaction (Section 4.6).

5.0 ENGINEERING ANALYSIS

5.1 Settlement

Foundation footings may be placed on the coarse-grained sandy gravel and cobbles. Significant consolidation of the dense coarse-grained gravel and cobble alluvium observed in the boreholes is not anticipated. Removal of topsoil and fill material from the upper 2-3 feet is necessary.

5.2 Bearing Capacity

Bearing capacity of soil refers to its ability to resist shear failure under load. The bearing capacity of the coarse-grained alluvial deposits was estimated using Meyerhof’s bearing capacity equation for strip footings (Bowles, 1996). Soil properties were estimated based on visual soil classification. The average unit weight of the soil is estimated to be about 125 pcf, and the friction angle is estimated to be about 36 degrees (Pit Slope Manual, 1982; Huang, 1983). The foundation footings are assumed to be 16 inches wide, placed on the sandy gravel and cobble alluvium. Assuming continuous 16-inch strip footings, an allowable bearing capacity for the coarse-grained alluvial material is estimated to be about 5,000 psf for full dead and 50% live

load. If full dead and full live loads are considered, bearing capacity is estimated at 8,000 psf.

5.3 Lateral Pressures

Lateral pressures against foundation and retaining walls can be estimated using several methods, and there is no overwhelming consensus favoring any one technique. We have used what we believe to be reasonably conservative values that can be justified from normal practice and the technical literature. The main variables are assumptions regarding seismic forces, wall friction, and surcharge pressures created by slopes. As discussed above, the Jackson Hole area is potentially susceptible to ground shaking from earthquakes. A maximum horizontal seismic acceleration k_h in bedrock of 0.22g has been selected for this site (USGS, 2002). Lateral pressures have been calculated assuming horizontal backslope conditions. Table 5-1 summarizes lateral pressure parameters applicable to the site.

TABLE 5-1: Lateral Pressure Parameters

Condition	Coefficient of Earth Pressure	γK (equivalent fluid pressure)
Static Conditions		
Level Backfill	$K_o = 0.40$	55 pcf
	$K_a = 0.27$	35 pcf
	$K_p = 3.69$	480 pcf
Earthquake Conditions		
Level Backfill	$K_{ac} = 0.33$	43 pcf
Level Backfill	$K_{pe} = 3.49$	454 pcf

5.3.1 Active Pressures

For lateral pressure design of retaining walls, which are allowed to deflect and develop an active soil wedge, the calculated equivalent fluid pressure (γK_a) is about 35 pcf (pounds per cubic foot), assuming a horizontal ground surface behind the retaining wall. This pressure distribution would be equivalent to a force of approximately $18H^2$ pounds per horizontal foot of wall acting at one-third the wall height (H) above the base.

Research has indicated that lateral pressures due to earthquakes are non-hydrostatic in distribution, and the resultant acts above the lower third-point of the wall (Bakeer, et al, 1990). Accordingly, active soil pressures have been divided into two components that act at different wall heights. The static force acts at the lower third-point, as discussed above. The Mononobe-Okabe equations are often used to estimate dynamic forces against retaining walls. Although there is considerable debate about the theoretical applicability of these equations to rigid walls, they have been used for many years for seismic design and the performance record of

underground walls during earthquakes has generally been good. The Mononobe-Okabe equations were applied using half the maximum horizontal acceleration (Bowles, 1996; Whitman, 1990). This force would be in addition to static active earth pressure, equivalent to $4H^2$ pounds per horizontal foot of wall applied at 50% of the wall height above the base.

5.3.2 Passive Pressures

For passive pressures, an equivalent fluid pressure (γK_p) of about 480 pcf was estimated for static conditions and about 454 pcf for seismic conditions. Passive earth pressures were calculated using the Coulomb and Mononobe-Okabe equations, respectively (Bowles, 1996).

5.3.3 At-Rest Pressures

For lateral pressure design of foundation walls, which are restrained and not allowed to deflect, the calculated at rest earth pressure (γK_o) is about 55 pcf, assuming a horizontal ground surface behind the foundation wall. Use the at-rest pressure or the active pressure under seismic conditions for foundation wall design, whichever is greater.

5.4 Soil Friction

Terzaghi, et al (1996) suggests use of 30 degrees for the maximum friction angle along a concrete base in granular soils. Accordingly, a friction value of 0.58, which is the tangent of 30 degrees, is suggested. The friction value may be combined with the passive pressure to resist horizontal loads.

5.5 Shoring

It is our understanding that the basement footings may be more than 10 feet below ground surface. Shoring may be required adjacent to buildings and along the streets adjacent to the new building.

5.5.1 Shoring Alternatives

Shoring recommendations and alternatives include H-pile walls and soil nails. When a building design has been selected, this office should be involved in selection of shoring techniques, if necessary. Previous H-pile wall designs in this area have proven most effective when combined with tiebacks. This office is capable of designing the H-pile wall portion of the shoring, while design and construction of soil nail shoring elements is normally performed by specialized design/build contractors with assistance from our Geotechnical Engineer.

5.5.2 Soil Nail Design Parameters

We assume the soil nail design will be prepared by a specialized design-build contractor. The following parameters are recommended for design:

Unit weight: $\gamma = 135$ pcf

Friction angle: $\phi' = 36$ degrees

Unit ultimate bond stress = 20 psi

$K_a = 0.27$

$\gamma K_a = 35$ pcf

At least two sacrificial soil nails should be placed and tested to failure. During production, at least 3 soil nails should be tested to design loads.

6.0 RECOMMENDATIONS

6.1 Foundations

In our opinion, the coarse-grained sandy gravel and cobble alluvium below a depth of about 2 to 3 feet will provide adequate support for anticipated foundation loads of the proposed structure. Minor cracks in the foundation walls, floors, and sheetrock are normal and should not be a cause for concern. Excavation for the foundation footings should remove the upper 2 to 3 feet of finer-grained soil and fill, exposing the top of the underlying gravel and cobbles. Foundation footings may be placed directly on the coarse-grained alluvium. Given the depth and stiff character of the two clay layers encountered we believe that overexcavation will not be necessary.

To further reduce the risk from potential settlement, the owner may choose to compact the surface of the native alluvium prior to pouring the concrete footings. A vibrating, smooth-drum roller compactor or “whacker” may be used to densify the coarse-grained soils. If the groundwater level is above the bottom of the footing excavation, compaction may not be feasible.

Because of the possibility of relatively shallow groundwater conditions at the site, a full-basement or below grade parking structure may be vulnerable to seepage. If the owner and architect plan to construct the building with a full-basement or underground parking, we strongly recommend a foundation system that is fully waterproofed unless groundwater monitoring in spring 2007 indicates otherwise. The foundation footings, stem walls, and floor slab should be constructed as a monolithic unit to eliminate joints and completely wrapped with a waterproof membrane system. If necessary, adequate foundation reinforcement should be used to counteract buoyant forces that may be exerted on the floor slab.

Relying on a dewatering system to mitigate seepage into the lower levels of the building is not recommended. Mechanical means of dewatering may be problematical because of the high permeability of the coarse-grained alluvium and the anticipated large quantities of water that would need to be displaced. In addition, dewatering systems typically have high installation cost, long-term operation and maintenance expense, and reliability and water discharge issues.

During foundation construction, shallow groundwater may be encountered. Pumping to reduce water levels may be required during foundation construction. At this point we do not consider it

necessary to specify dewatering procedures during construction. Pumping may be required and discharge of water may be problematical at this site. Adequate planning is important to address proper discharge of the water. These issues will not be of concern if groundwater does not rise significantly from its current level.

A Structural engineer should review the plans to check that adequate support is provided to the foundation systems. Minor settlement of footings, foundation walls, and floor slabs may result in small fractures in the concrete walls, concrete floor slabs, and sheetrock. These occurrences are normal and should not be a cause for concern.

6.2 Final Grading and Backfilling

Properly compacted backfill will reduce settlement of the soil against foundation walls and beneath exterior concrete slabs. Exterior backfill around the building should consist of site materials placed in lifts no greater than 9 inches loose thickness and compacted. Existing site material may be used for exterior and utility trench backfill:

Structural fill should be used beneath exterior slabs-on-grade. Utility trenches should also be backfilled in lifts and compacted. Final grading should provide protection from frost. Do not overcompact exterior backfills against “green” foundation walls.

Prior to placement of structural fill for the foundation subgrade or exterior slabs-on-grade, the site should be cleared and grubbed. No brush, roots, sod, frozen material, or other deleterious or unsuitable materials shall be incorporated in the foundation subgrade or structural fill.

6.3 Site Grading and Preparation

Properly compacted backfill and good site drainage are extremely important. Structural fill should consist of imported granular fill placed in lifts no greater than 9 inches loose thickness and compacted using the methods specification described below.

Pre-roll the surface to compact materials that have been disturbed during excavation with **five passes** (5 ton static weight) of a 5-ton vibratory roller. The actual number of passes should be determined by observing whether the surface is yielding after each pass. If the surface appears to be yielding, the number of passes should be increased until a non-yielding condition is observed.

Alluvial gravel and cobbles are relatively easy to compact, and due to the coarse granular nature of the materials, nuclear density testing can yield variable compaction results. Place coarse granular fill in lifts and compact using the methods specification described below. If the methods specification is consistently applied, density testing is not required. Gravel will

compact into a dense, strong, well-drained structural fill, and tight moisture control is usually not required.

Granular fill should be placed in a maximum loose lift thickness of 9-inches. Material should be compacted using a smooth drum or padfoot vibratory roller (vibratory mode). A minimum of **five passes** (5 ton static weight) of a vibratory roller should be applied to each lift. The actual number of passes should be determined by observing the compaction after each pass to determine if the surface is non-yielding. If the fill surface appears to be yielding, the number of passes should be increased until a non-yielding condition is observed. Fill should be placed in horizontal lifts.

All footings should be placed below the frost line. The building code for Teton County requires that footings be placed at a minimum depth of 36 inches from finished grade, with a minimum foundation exposure of 6 inches above finished grade.

Structural fill should be used beneath exterior slabs-on-grade. Do not overcompact exterior backfills against “green” foundation walls. Cohesive materials should be used in the upper 2 feet of the exterior backfill to provide a lower permeability cap.

Prior to placement of structural fill for exterior slabs-on-grade, the site should be cleared. No brush, roots, sod, frozen material, or other deleterious or unsuitable materials shall be incorporated in the foundation subgrade or structural fill.

Final grading should provide positive drainage of at least 1 foot in the first 12 feet away from the structure unless the surface is paved. Adequate gutters or other roof runoff measures are strongly recommended. Roof runoff should be discharged at least 3 feet away from the building or exterior slabs.

OSHA regulations (29CFR1926) appear to classify the soil at the site as Type C based on the granular nature of the alluvial soil. Therefore, temporary cut slopes should be no steeper than 1.5H:1V for excavations less than 20 feet in height. A trench box may be used if necessary to reduce trench excavation during utility installation. The contractor shall be responsible for adherence to OSHA and other safety regulations.

6.4 Foundation Drainage

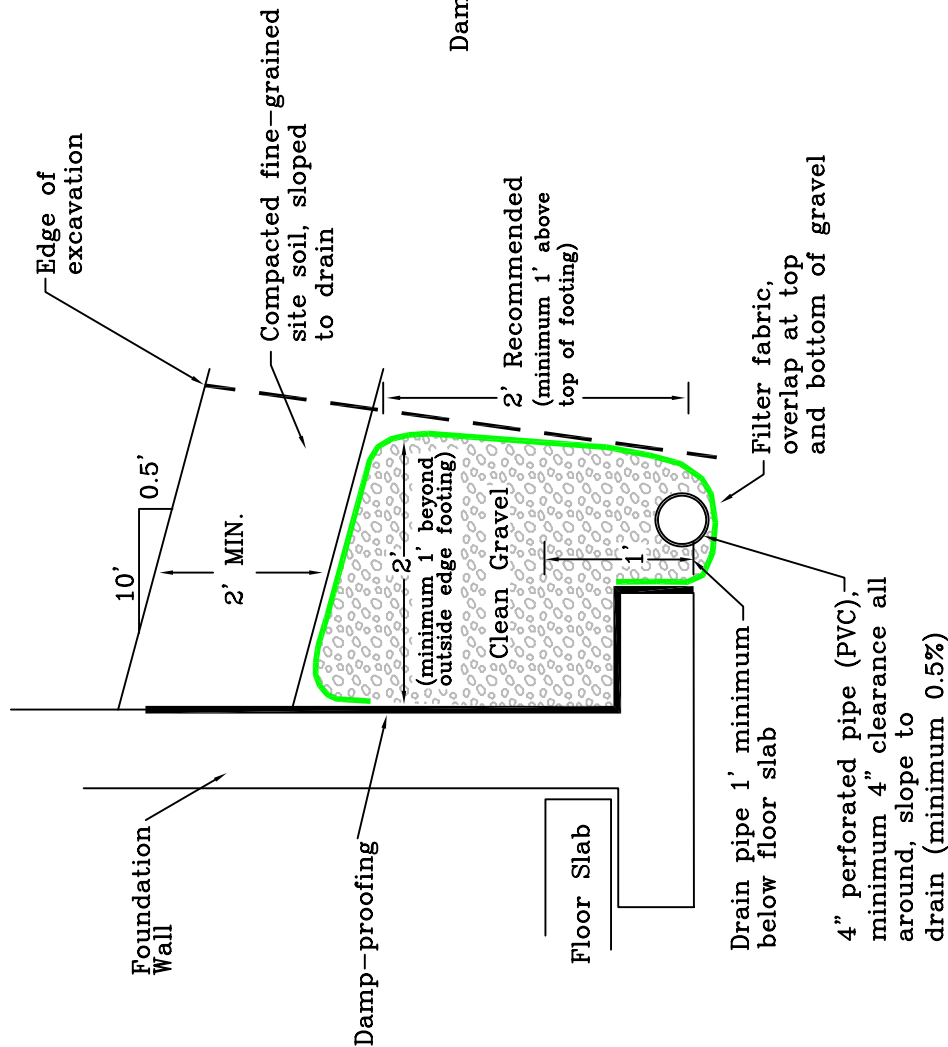
Foundation footing drains are not required for a building with a deep waterproof basement. Foundation footing drains are recommended if the basement is not waterproofed and is within 5 feet of seasonal groundwater highs.

building avoids shallow groundwater. Footing drains will reduce the potential for seepage from perched water.

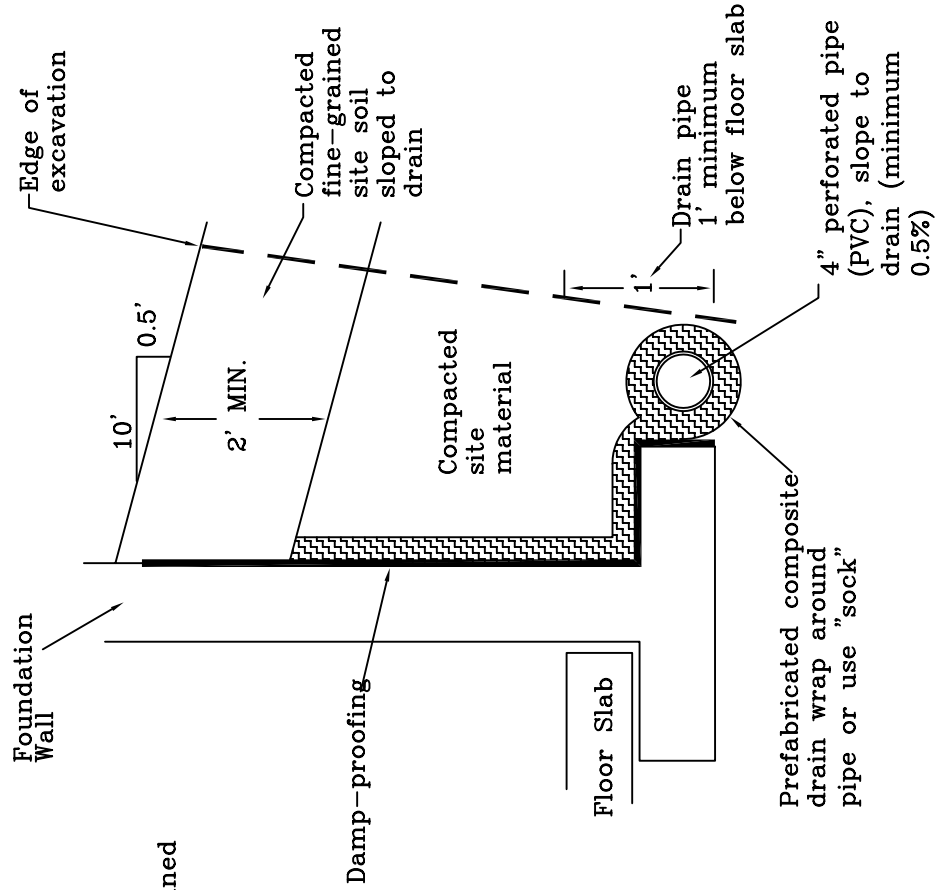
Two drainage alternatives are illustrated on Figure 4. The least expensive technique would probably be a prefabricated composite drain. The composite drain consists of an open wick layer laminated to filter fabric to reduce infiltration of soil. The exterior (upslope side) of the wall is waterproofed, and the drain is laid against the waterproofing layer. The excavation is backfilled with compacted site material, as discussed in Section 6.3, and the drain is covered by at least 2 feet of compacted site soil, sloped to drain (minimum 10%). The composite drain is wrapped around a perforated drain pipe at footing level. The drain pipe may slope at a minimum of 0.5%, and drain to a sump.

An alternative technique would involve placement of clean angular drain gravel between the foundation wall and the edge of the excavation. The gravel backfill is wrapped in filter fabric and a drain pipe is placed at the bottom of the trench. At least 2 feet of compacted backfill (sloped to drain) is placed above the gravel envelope. The advantage of this technique is that the gravel backfill can usually be placed without compaction, reducing backfill cost and difficulty.

USING GRAVEL DRAIN AND FILTER



USING PREFABRICATED COMPOSITE DRAIN



Geotechnical Investigation Report
McCabe Property
185 North Glenwood
Jackson, Wyoming

Foundation Drainage Alternatives

FIGURE
4

6.5 Interior Slabs-on-Grade

The recommendations in this section apply only if the basement has not been fully waterproofed and is within 5 feet of the seasonal water table. The interior floor slab should be at least 4 inches thick, and any slabs bearing vehicles should be at least 6 inches thick. Minor floor cracking of slab-on-grade construction is difficult if not impossible to prevent. Such cracking is normal and should be expected to occur with time. Buildings are almost never free of cracks, and cracking is caused by many factors other than soil movement, such as concrete shrinkage, normal activities, and daily and seasonal variability in temperature and humidity.

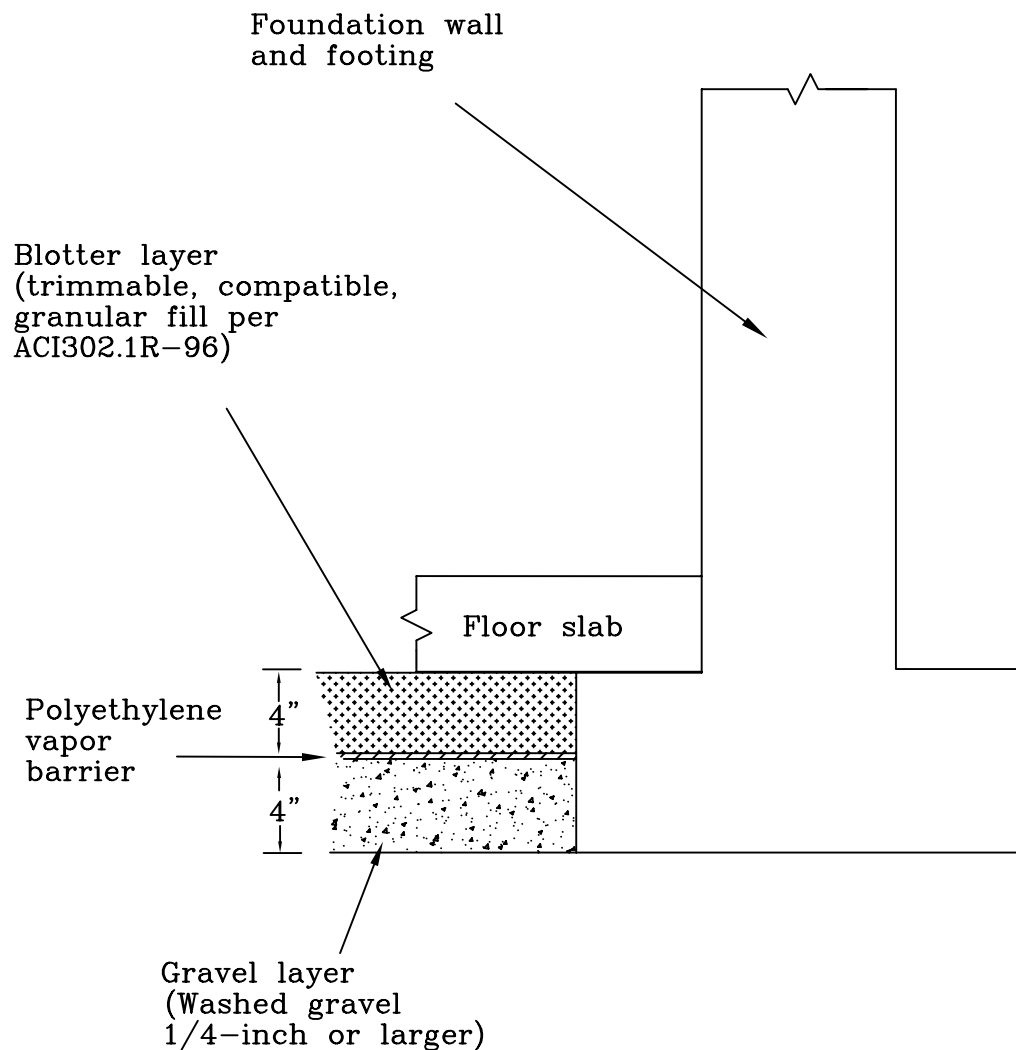
The following suggestions are recommended for standard slab-on-grade construction. An impermeable layer (usually plastic) is suggested beneath the slab, underlain by 4 inches of clean drain gravel that will act as a capillary break to reduce dampness (Figure 5). Two options are available to reduce the tendency for the concrete to crack as it dries. Three articles from the American Concrete Institute (ACI) that discuss these options are appended.

1. A blotter layer may be placed under the slab. In the past, loose sand has been used for this purpose, but is no longer recommended. A cover of 4 inches of trimmable, compactible, granular material may be placed over the sheeting to receive the concrete slab. This material usually consists of “crusher run material”, which varies in size from about 1.5-inch down to rock dust. Alternatively, 3 inches of fine graded material such as crusher fines or manufactured sand may be used.
2. The blotter layer may be eliminated if the concrete is reinforced properly. The attached article entitled “Controlling Curling and Cracking in Floors to Receive Coverings” provides a discussion of proper floor slab reinforcement. If the contractor needs additional guidance on reinforcement, a structural engineer should provide it.

The Teton County Building Department also requires a ventilation system similar to that shown in Figure 5 for slab-on-grade construction in inhabited buildings. A ventilation system is not required for a deep basement or parking garage below the groundwater level.

6.6 Exterior Slabs-on-Grade

Exterior slabs (sidewalks, patios, driveways, etc.) typically sustain the greatest damage. Cracking is almost impossible to avoid, and freeze-thaw adds to the difficulty caused by soil consolidation. The fine-grained alluvium, topsoil, silt and clay fill material could potentially cause severe frost or settlement damage. The following suggestions may reduce differential movement of exterior slabs.



Schematic Drawing
Not to Scale

Geotechnical Investigation Report
McCabe Property
185 North Glenwood
Jackson, Wyoming

Interior Slab-on-Grade
Detail

FIGURE

5



Exterior concrete slabs should be at least 4 inches thick, 6 inches if supporting vehicles. Exterior slabs should not be tied to foundation walls. Any movement of exterior slabs may be transmitted to the foundation walls, resulting in damage. Posts for patios or other exterior columns should not bear on exterior slabs. If the slabs settle or rise, the movement can be transmitted to the post, resulting in damage to the structure.

Exterior slabs placed on fine-grained soils may be very susceptible to frost heave, and any exterior flat work placed on these soils may perform poorly. Performance of the slabs may be improved by placement of at least 6 inches, preferably 12 inches, of gravel beneath the slab. Expansion joints are recommended in all concrete flatwork.

6.7 Ventilation and Radon

Teton County Building Code requires that slabs below living spaces be ventilated and sealed. Ventilation should also be provided for areas under crawl spaces. Examination of the site for potential radon levels was beyond the scope of this report. If the owner wishes to pursue this matter, we can recommend appropriate contractors.

6.8 Reinforcing, Concrete Considerations, and Utilities Testing

Footings, slabs, and foundation walls should be reinforced to resist differential movement. We strongly recommend consultation with a structural engineer to specify adequate reinforcement. Exterior concrete should contain 5% to 7% entrained air. We recommend pressure testing of water and sewer lines before backfilling.

6.9 Observation during Construction

A representative of this office should observe construction of any foundation or drainage elements recommended in this report. Site grading, foundation excavations, and soil compaction should be observed by a representative of this office. If any suspicious soils or conditions are revealed during construction, this office should be notified immediately to survey the conditions and make necessary modifications.

7.0 LIMITATIONS

This report has been prepared based on a limited amount of data. Actual site conditions may vary. This report, including engineering analysis, recommendations, figures, and design details are exclusive to the referenced site. Under no circumstances shall the figures be separated from the text and used independently. Recommendations in this report are not applicable to other construction sites. These services have been performed in a manner consistent with the level of

care and skill ordinarily exercised by members of the profession currently practicing in this area under similar conditions. No other warranty is made or implied.

This report, including engineering analysis, recommendations, figures, and design details are exclusive to the referenced site. Under no circumstances shall the figures be separated from the text and used independently. Recommendations in this report are not applicable to other construction sites.

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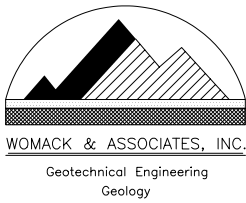
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APPENDIX A

BOREHOLE AND MONITORING WELL LOGS



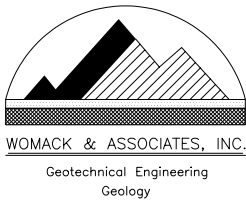
P.O. Box 12650
 Jackson, WY 83002
 Telephone: (307) 733-7209
 Fax: (307) 733-8005

TEST HOLE LOG

PAGE 1 OF 1

PROJECT NAME: McCabe Property, corner of Gill and Glenwood										DATE: 9/14/06					
PROJECT LOCATION: Jackson, Wyoming										HOLE NO.: BH-1					
TEST HOLE LOCATION: Northeast corner of lot															
ELEVATION G.S. (ft.):				TOTAL DEPTH (ft.): 27				GROUNDWATER LEVEL (ft.): 25.5				MEASURED FROM: Surface			
DRILL TYPE: Sonic				HAMMER:				DRILL CO: ProSonic				DRILLER: Gabriel		LOGGED BY: cro	
DEPTH (ft.)	GRAPHICAL LOG	SAMPLE	S.P.T. (N) BLOWS/6 IN.	(N1)60 BLOWS/FT.	RECOVERY (%)	UNCONFINED STRENGTH (TSF)	CLASSIFICATION	DESCRIPTION COMMENTS:	MOISTURE CONTENT (%)	DRY DENSITY (PCF)	LIQUID LIMITS (%)	PLASTICITY INDEX (%)	WELL COMPLETION		
1								0.0-2.0ft FILL: Moist, dark brown, loose, massive, sandy GRAVEL, clasts subangular to 3" diameter							
2								2.0-3.5ft FILL: Moist, dark brown to black, loose, massive, sandy (20%), angular GRAVEL to 2" diameter							
3								3.5-8.0ft ALLUVIUM: Slightly moist, brown, dense, massive, SAND (60%), and fine grained to coarse subangular GRAVEL to 2" diameter							
4															
5															
6															
7															
8															
9									8.0-13.0ft ALLUVIUM: Slightly moist, light brown to tan, dense, massive, sandy (30%) subrounded GRAVEL (40%) and COBBLE (30%) to 5" diameter						
10															
11															
12															
13															
14									13.0-14.0ft ALLUVIUM: Slightly moist, reddish brown, dense, soft, massive, clayey (<10%), sandy (30%) GRAVEL and COBBLE to 4" diameter						
15									14.0-17.0ft ALLUVIUM: Slightly moist, tan/reddish brown, dense, massive, sandy (30%), GRAVEL and COBBLE to 6" diameter 1/3 of which are severely weathered						
16									17.0-18.0ft ALLUVIUM: Slightly moist, white, dense, massive, silty sandy GRAVEL and COBBLE to 2" diameter						
17									18.0-21.0ft ALLUVIUM: Moist, reddish brown, dense, massive, sandy (20%) GRAVEL and sandstone COBBLE to 2" diameter						
18									21.0-22.0ft ALLUVIUM: Moist, tan, dense, massive, fine SAND (80%), medium gravel						
19									22.0-25.5ft ALLUVIUM: Moist, light brown, dense, massive, medium to coarse sand (30%), GRAVEL and COBBLE (60%) to 3" diameter						
20									25.5-27.0ft ALLUVIUM: As above, wet						
21															
22															
23															
24															
25															
26															
27									Groundwater level at 25.5' on 9/20/06.						
28															
29															
30															
31															

TEST HOLE LOG2 REVISED MCCABE0906.GPJ WOMACK.GDT 10/18/06



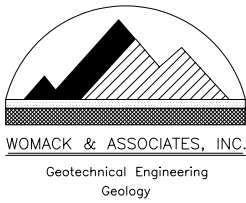
P.O. Box 12650
 Jackson, WY 83002
 Telephone: (307) 733-7209
 Fax: (307) 733-8005

TEST HOLE LOG

PAGE 1 OF 2

PROJECT NAME: McCabe Property, corner of Gill and Glenwood										DATE: 9/15/06			
PROJECT LOCATION: Jackson, Wyoming										HOLE NO.: BH-2			
TEST HOLE LOCATION: Northwest corner of lot													
ELEVATION G.S. (ft.):			TOTAL DEPTH (ft.): 27			GROUNDWATER LEVEL (ft.): 24.5			MEASURED FROM: Surface				
DRILL TYPE: Sonic			HAMMER:			DRILL CO: ProSonic			DRILLER: Gabriel		LOGGED BY: cro		
DEPTH (ft.)	GRAPHICAL LOG	SAMPLE	S.P.T. (N) BLOWS/6 IN.	(N1)60 BLOWS/FT.	RECOVERY (%)	UNCONFINED STRENGTH (TSF)	CLASSIFICATION	DESCRIPTION COMMENTS:	MOISTURE CONTENT (%)	DRY DENSITY (PCF)	LIQUID LIMITS (%)	PLASTICITY INDEX (%)	WELL COMPLETION
1								0.0-2.0ft FILL: Moist, dark brown, medium stiff, silty sandy angular GRAVEL to 2" diameter					
2								2.0-2.6ft ALLUVIUM: Slightly moist, light brown, dense, massive, sandy GRAVEL with subrounded COBBLES to 4" diameter					
3								2.6-4.7ft ALLUVIUM: Slightly moist, light brown, massive, dense, coarse sand (20%), fine grained GRAVEL (40%) and subrounded COBBLE (40%)					
4								4.7-7.0ft ALLUVIUM: Slightly moist, light brown, dense, coarse sand (20%), fine grained GRAVEL (40%) and subrounded COBBLE (40%)					
5								7.0-13.0ft ALLUVIUM: Slightly moist, light brown, massive, dense, sandy (20%) GRAVEL (60%) and cobbles (20%) to 4" diameter					
6													
7													
8													
9													
10													
11													
12													
13								13.0-14.0ft ALLUVIUM: Moist, brown, massive, dense, soft, clayey (5%), coarse sandy (20%), GRAVEL and subrounded COBBLE to 4" diameter					
14								14.0-17.0ft ALLUVIUM: Slightly moist, tan, massive, dense, silty sandy GRAVEL and COBBLES to 3" diameter					
15								17.0-18.5ft ALLUVIUM: Moist, light brown to brown, massive, firm, clayey coarse sandy GRAVEL with abundant 1" angular rock fragments					
16								18.5-20.3ft ALLUVIUM: Moist, brown, massive, dense, clayey coarse sandy GRAVEL 1" to 2" diameter					
17			19,22,19	21	80			20.3-23.0ft ALLUVIUM: Slightly moist, reddish brown, massive, dense, SAND (40%), subrounded GRAVEL to 2" diameter					
18								23.0-24.0ft ALLUVIUM: Moist, brown, massive, dense, gravelly (20%) medium to coarse SAND					
19								24.0-25.0ft COLLUVIUM: Moist, brown with highly weathered rock fragments purple, green and red, massive, stiff to very stiff, CLAY					
20								25.0-27.0ft ALLUVIUM: Wet, brown, massive, dense, silty coarse SAND and fine GRAVEL					
21													
22													
23													
24		D1				3							
25													
26													
27		U1											
28													
29													
30								Groundwater level at 24.5' on 9/20/06.					
31								Completion: 4" PVC slotted pipe 17-27', 4" PVC solid pipe to surface, sand backfill 12-27', bentonite					

TEST HOLE LOG2 REVISED MCCABE0906.GPJ WOMACK.GDT 10/18/06



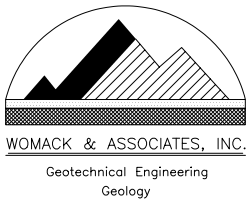
P.O. Box 12650
 Jackson, WY 83002
 Telephone: (307) 733-7209
 Fax: (307) 733-8005

TEST HOLE LOG

PAGE 2 OF 2

PROJECT NAME: McCabe Property, corner of Gill and Glenwood								DATE: 9/15/06					
PROJECT LOCATION: Jackson, Wyoming								HOLE NO.: BH-2					
DEPTH (ft.)	GRAPHICAL LOG	SAMPLE	S.P.T. (N) BLOWS/6 IN.	(N1)60 BLOWS/FT.	RECOVERY (%)	UNCONFINED STRENGTH (TSF)	CLASSIFICATION	DESCRIPTION COMMENTS:	MOISTURE CONTENT (%)	DRY DENSITY (PCF)	LIQUID LIMITS (%)	PLASTICITY INDEX (%)	WELL COMPLETION
33								12' to surface, 6" steel flush mount cover at surface.					
34													
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69													

TEST HOLE LOG2 REVISED MCCABE0906.GPJ WOMACK.GDT 10/18/06



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 Telephone: (307) 733-7209
 Fax: (307) 733-8005

TEST HOLE LOG

PAGE 1 OF 1

PROJECT NAME: McCabe Property, corner of Gill and Glenwood										DATE: 9/15/06				
PROJECT LOCATION: Jackson, Wyoming										HOLE NO.: BH-3				
TEST HOLE LOCATION: East side of lot														
ELEVATION G.S. (ft.):			TOTAL DEPTH (ft.): 28.5			GROUNDWATER LEVEL (ft.): NA			MEASURED FROM: Surface					
DRILL TYPE: Sonic			HAMMER:			DRILL CO: ProSonic			DRILLER: Gabriel		LOGGED BY: cro			
DEPTH (ft.)	GRAPHICAL LOG	SAMPLE	S.P.T. (N) BLOWS/6 IN.	(N1)60 BLOWS/FT.	RECOVERY (%)	UNCONFINED STRENGTH (TSF)	CLASSIFICATION	DESCRIPTION COMMENTS:	MOISTURE CONTENT (%)	DRY DENSITY (PCF)	LIQUID LIMITS (%)	PLASTICITY INDEX (%)	WELL COMPLETION	
1								0.0-1.0ft FILL: Moist, dark brown, loose to soft, clayey sandy GRAVEL and subangular COBBLE to 2" diameter						
2								1.0-7.0ft ALLUVIUM: Slightly moist, light brown, dense, massive, sandy GRAVEL and subrounded COBBLE to 4" diameter						
3														
4														
5														
6														
7														
8		D1	29,38,34	25	80				7.0-8.5ft ALLUVIUM: Slightly moist, tan to white, medium dense, massive, sandy (10%),					
9									8.5-17.0ft ALLUVIUM: Slightly moist, tan, dense, massive, sandy (20%) GRAVEL with cobbles to 4" diameter					
10														
11														
12														
13														
14														
15														
16														
17														
18		D2	32,29,28	30	100				17.0-18.5ft ALLUVIUM: Slightly moist, tan to brown, massive, dense, sandy (10%) GRAVEL, with angular clasts to 1" diameter					
19									18.5-25.0ft As above					
20														
21														
22														
23														
24														
25									25.0-26.4ft ALLUVIUM: Moist to wet, brown, massive, stiff, sandy (10%), subrounded gravel to 1" diameter (30%), CLAY					
26									26.4-27.0ft ALLUVIUM: Moist, brown, massive, dense, silty sandy medium GRAVEL					
27									27.0-28.5ft ALLUVIUM: Moist, brown, massive, dense, silty sandy GRAVEL					
28		D3	23,34,44	53										
29														
30														
31														

TEST HOLE LOG2 REVISED MCCABE0906.GPJ WOMACK.GDT 10/18/06

APPENDIX B

SPT BLOW COUNT ADJUSTMENTS

McCabe Property
N1(60) CALCULATION

6-Oct-06

BH #	DEPTH	N(BL/FT)*	RS**	ER	UNIT WT	AV WT	AVDEP	SWL	OB'	CN	CS	CROD	ORIGIN	TYPE	(N1)60
BH-2	17-18.5	38	1	1	135	135	18	24.5	1.22	0.91	1.00	0.6	Qc	SaGravel	21
BH-3	7-8.5	68	1	1	135	135	8	29	0.54	1.36	1	0.2667	Qc	SaGravel	25
	17-18.5	56	1	1	135	135	18	29	1.22	0.91	1.00	0.6	Qc	SaGravel	30
	27-28.5	78	1	1	135	135	28	29	1.89	0.73	1	0.9333	Qc	SaGravel	53

APPENDIX C

CONCRETE SLAB AND DRAINAGE PUBLICATIONS

Controlling curling and cracking in floors to receive coverings

Do you worry about excessive cracking or curling in concrete floor slabs placed directly on a vapor retarder? Here are some hints on using reinforcing steel to minimize these defects and avoid floor-covering failures.

BY JERRY A. HOLLAND AND WAYNE WALKER

Because of an increasing number of moisture-related floor-covering failures in the past several years, some designers now recommend eliminating the granular blotter layer that's often used between the concrete and the vapor retarder or vapor barrier. Though a blotter layer offers several advantages, it can hold water from many possible sources and cause problems if the floor will receive moisture-sensitive coverings such as sheet vinyl, rubber, wood or similar materials (see reference).

Many designers, however, are reluctant to place concrete directly on a vapor retarder because they fear the floor slab will curl or crack excessively. These defects also can cause floor-covering failures that, in some cases, require remedial work after the building is in service. However, with the correct positioning and amount of reinforcing steel, both curling and cracking can be controlled.

Positioning is key

Cracks in a slab-on-grade floor surface are wider at the top than at the bottom. For the best crack control, then, you want the reinforcing steel to be as close to the surface as possible. And you must be able to



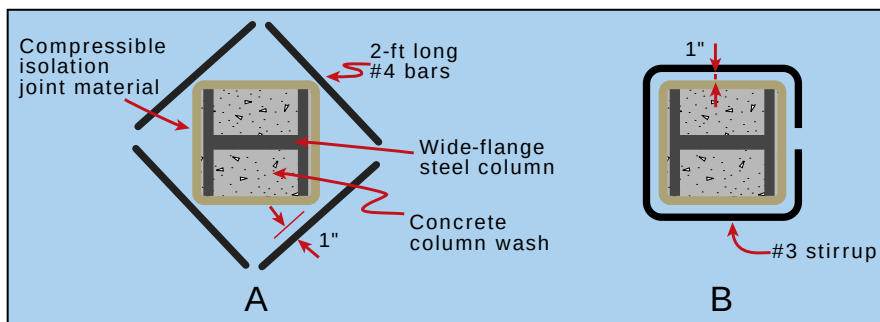
Rebar in concrete slabs placed directly on a vapor retarder help to control slab curling and cracking. Use supported deformed bars no smaller than #4, and space the bars far enough apart so workers can step between them.

control the location of the steel so it doesn't change during floor construction. Because of this, I prefer to use supported deformed bars no smaller than #4 instead of light-gauge mesh. Smaller-diameter bars are too limber, requiring too many bar supports, and light-gauge mesh is difficult to keep in the correct location.

For a 5-inch-thick floor slab, I prefer to use #4 bars near the top with 1 inch of clear cover, or #5 bars with 1½ inches of clear cover. For #5 bars,

greater cover depth is needed to control plastic settlement cracking over the bar.

Typically, I specify #4 bars spaced 18 inches on center both ways. This amount of steel holds crack faces together tightly enough for nonrigid floor coverings by maintaining aggregate interlock and significantly reducing slab curling. In some instances, closer spacing or larger-diameter bars may be needed. Constructability becomes an issue when bar spacing is so close that workers



Eliminate the normal isolation-joint box outs at wide-flange steel columns by wrapping the column with compressible material and using 2-foot lengths of #4 bars (A) to control cracking at the reentrant corners. To speed up steel placement at the columns, have the rebar supplier fabricate continuous #3 stirrups that workers can easily bend open to fit around the column (B). In either case, the steel should be positioned with a top-and-side clear cover of 1 inch.

can't step into openings between bars. Then larger-diameter bars may be the better choice.

Eliminate joints

Because the reinforcing steel limits crack width, I prefer to eliminate contraction joints and the traditional diamond-shaped isolation joints at columns when floors will receive a covering. I suggest wrapping wide-flange steel columns for the full floor depth with $\frac{1}{8}$ - to $\frac{1}{4}$ -inch-thick compressible isolation-joint material. For floors receiving coverings that won't tolerate wide cracks, such as ceramic tile, I also suggest placing four 2-foot-long #4 bars near the floor surface, with a top-and-side clear cover of 1 inch to control reentrant-corner cracking (Fig. A). As an alternative, the rebar supplier can fabricate #3 bars as a continuous stirrup that can easily be bent open so the ironworker can fit it around the column (Fig. B). This speeds placement of the steel when there are many columns to be treated. The stirrups also should have a 1-inch top-and-side clear cover.

Carpeting or other floor coverings can tolerate larger crack widths in the concrete subfloor without noticeable distress. When these coverings are used, crack-control measures at columns may not be needed. Simply wrap the columns to isolate them from the slab.

Construction considerations

Some designers use an upper and lower layer of reinforcing steel in the slab to control cracking at both the top and bottom. However, bottom-crack width doesn't affect floor-covering performance. And some of the advantages of these double layers of rebar are offset by placement difficulties; workers spreading the concrete have trouble stepping around the rebar and may displace it during concrete placement.

If the concrete is tailgated or struck off by a self-propelled laser-guided screed, ironworkers can lay out a single layer of steel on the vapor retarder and chair it up as concrete placement and strike-off proceeds. To prevent damage to the vapor retarder, workers can lay down thin sheets of plywood or several folds of plastic sheeting beneath the tires of the concrete truck or the screed. These materials are then moved back as the pour proceeds. The same procedure will help prevent damage to the vapor retarder if motorized buggies are used to place the concrete.

If the concrete is placed by pump or conveyor, all the steel can be chaired up before the pour begins, provided there's enough space between the rebar for workers' feet. If control of crack width requires rebar spacings of a foot or less both ways, I

sometimes require placement of a heavy-gauge welded-wire fabric (4x4-inch spacing of 4-gauge wire) on top of the bars. Workers can easily walk on this mesh without sinking into the concrete or twisting their ankles. The closely spaced mesh wires improve crack control, and the material cost is about the same because you can reduce the rebar diameter and maintain about the same steel cross-sectional area.

Weighing the costs

Although controlling curling and cracking by using rebar in the way I've described increases project costs by requiring more than the normal amount of steel, part of this cost increase is offset by savings in other areas. You eliminate the costs associated with overexcavation to accommodate the blotter-layer thickness and for purchasing, placing and compacting the granular material used for the layer. You also save money because workers don't have to cut contraction joints and fill them with a sealant. Nor do they have to form and strip column box outs and place the in-fill concrete later.

Use of a blotter layer is still a viable alternative for controlling curling and cracking. But if the floor will receive a moisture-sensitive floor covering and the blotter layer picks up excessive moisture before, during or after floor construction, a flooring failure is likely. The cost of correcting the failure almost always will be much higher than the cost of using more reinforcing steel. 

Jerry A. Holland is structural engineering consultant and **Wayne Walker** is senior structural engineer for Lockwood Greene Engineers Inc., Atlanta. Holland has more than 30 years of experience and Walker has 20 years of experience designing and troubleshooting concrete slabs on grade.

Reference

Bruce A. Suprenant and Ward R. Malisch, "Where to Locate the Vapor Retarder," *Concrete Construction*, May 1998, pp. 427-433.

Where to place the vapor retarder

For slabs on grade, should the vapor retarder be located under a granular layer or directly under the concrete? Here are the pros and cons of each location.

BY BRUCE A. SUPRENANT AND WARD R. MALISCH

In the real estate industry, location is everything. The importance of location also applies to a hotly debated topic in the concrete industry—where to place the vapor retarder (or vapor barrier) for slabs on grade. Some specifiers require concrete to be placed directly on the vapor retarder, and others require placement of a granular blotter layer between the concrete and the vapor retarder. Advocates of each option argue that their preference results in a better concrete slab.

Like all engineering decisions, the location of a vapor retarder often is a compromise between minimizing water-vapor movement through the slab and providing the desired short- and long-term concrete properties. However, specifiers must consider the benefits and liabilities of the choice they make.

The case for a granular layer

Finishers prefer concrete placed on a granular base because the base absorbs mix water, shortens the bleeding period and allows floating to start earlier. Australian researchers noted that 4½-inch-slump concrete placed on a granular base lost its bleedwater sheen about two hours

faster than the same concrete placed directly on a vapor barrier (Ref. 1).

Base conditions also affect concrete stiffening. In tests performed by The Aberdeen Group, 2½-inch-slump concrete was used for two 4x4-foot, 4-inch-thick slabs. One slab was placed directly on a vapor re-

tarder and the other on a crushed-stone base. Technicians periodically set a steel-shot-filled rubber boot weighing 75 pounds on the surface and measured the footprint indentation (Fig. 1). Concrete on the stone base had stiffened enough after 90 minutes to allow a ¼-inch footprint



Figure 1. Concrete is generally considered to be ready for floating when finishers leave a ¼-inch-deep footprint in the surface. Using a boot filled with steel shot (inset) to produce footprints, we found that 2½-inch-slump concrete placed on a stone base was ready for floating about 45 minutes earlier than the same concrete placed directly on a vapor retarder.

indentation, an indication that floating could begin. Concrete placed directly on the vapor retarder required 45 more minutes of stiffening time before it was ready for floating.

Specifiers who require a granular blotter layer cite additional benefits, saying there is less chance of :

- Puncturing the vapor retarder
- Surface blistering or delaminations caused by an extended bleeding period
- Settlement cracking over reinforcing steel
- Slab curling during drying
- Cracking caused by plastic or drying shrinkage

Many specifiers recommend a 3- or 4-inch-thick layer of trimmable, compactible, self-draining granular fill for the blotter layer. Although concrete sand is sometimes recommended, it doesn't provide a stable working platform. Concrete placement and workers walking on the sand can disturb the surface enough to cause irregular floor thickness and create sand lenses in the concrete.

The case for placing concrete on a vapor retarder

Floor-covering contractors prefer to install their products on concrete slabs that are placed directly on a vapor retarder. If the vapor retarder effectively reduces moisture inflow from external sources, only water in the concrete pores must exit the slab. They believe the often-required vapor-emission rate of 3 pounds/1,000 square feet/24 hours is achieved faster under these conditions. They also believe the uncovered vapor retarder acts as a slip sheet, reducing slab restraint and thus reducing random cracking.

Placing concrete directly on a vapor retarder also eliminates a potential water reservoir that's created when using a blotter layer. Because more subgrade soil must be removed to accommodate the additional 3- to 4-inch-thick blotter layer, the layer is more likely to be placed below finished-grade level, thus increasing the chance of its holding water.

Specifiers who require concrete to

Table 1. Amount of water in granular layer per 1,000 square feet of floor*

Layer thickness	Water absorbed	Water in voids	Total water
2 in.	220 lbs	2,080 lbs	2,300 lbs
3 in.	330 lbs	3,120 lbs	3,450 lbs
4 in.	440 lbs	4,160 lbs	4,600 lbs

*Well-graded, compactible granular-base material with assumed density of 130 pounds per cubic foot, 1% absorption capacity and 20% voids. A 7% to 8% moisture content would normally be needed to achieve the compaction density typically required.

be placed directly on the vapor retarder cite these additional advantages:

- Reduced costs because of less excavation and no need for additional granular material
- Better curing of the slab bottom, since the vapor retarder minimizes moisture loss
- Less chance of floor moisture problems caused by water being trapped in the granular layer
- Less radon-gas infiltration

These specifiers recommend using a low water-cement-ratio concrete and water-reducing admixtures to reduce bleeding, shrinkage and curling of concrete placed directly on the vapor retarder. They believe the higher-quality concrete and better curing reduces cracking and produces a better floor.

Granular layer as a water reservoir

When a low-permeability floor covering will be installed on a concrete floor, special care is needed during construction to control moisture content of the subgrade, sub-base or granular layer (if used over the vapor retarder). It's best to place the floor after the building is enclosed and the roof is watertight. On many projects, however, this isn't possible, and the granular layer can become a water reservoir.

Water sources and access points. To provide unrestricted floor access for construction activities such as

tilt-up panel forming and casting, columns sometimes aren't erected and column blockouts aren't filled until months after floor placement. But rainwater can enter column blockouts that are left open. It can also penetrate joints and cracks, utility penetrations or open closure strips, and increase the moisture content of the subgrade, capillary break or granular layer.

Excessive sprinkling of a granular layer before concrete placement can create a moisture reservoir that will delay drying of the concrete floor. ACI 302.1R-96 (Ref. 2) recommends that the base be dry at the time of concreting unless severe drying conditions exist.

Wet-curing methods such as ponding or continuous sprinkling allow water to enter joints, cracks and other openings, again contributing to a higher than necessary moisture content beneath the floor slab.

Water from construction operations on a newly placed slab also can increase the granular-layer moisture content by entering joints, cracks or slab openings. Such operations include joint sawing, abrasive wet blasting or wet grinding, which may be needed to achieve a flatter floor profile. Sometimes power washing is used to clean debris or other contaminants from the floor.

Most slabs are constructed using a strip-placement sequence that leaves the granular layer exposed to rainwater in uncompleted portions of

the slab. Rollings (Ref. 3) determined that a tile-floor failure was caused by rainwater accumulating in a 3-inch-thick sand layer placed between a 5-inch-thick concrete slab and a polyethylene vapor retarder. One portion of the slab had been left uncompleted for an extended period, exposing the sand layer to prolonged rain and turning it into a reservoir of trapped water.

Water capacity of the granular layer. Table 1 shows the maximum amount of water that can be held in a layer of well-graded, compactible granular-base-course material of various thicknesses. If the floor concrete contained 250 pounds of mix water per cubic yard, 1,000 square feet of 6-inch-thick floor would contain 4,630 pounds of mix water. As shown in Table 1, a 4-inch-thick granular layer under the floor can contain about the same amount of water. And if sand or other high-void-content granular materials are used, the water capacity is much higher.

If the 250 pounds of mix water are used in concrete with a water-cement ratio of 0.50, about 100 pounds of the water will be free water that must evaporate as the floor dries (Ref. 4). Thus a 6-inch-thick, 1,000-square-foot floor slab would hold 1,850 pounds of free (evaporable) water.

Based on Brewer's work (Ref. 5), it would take about 82 days, or roughly three months, for enough free water to evaporate and produce a water-vapor emission rate of 3 lbs/1,000 sf/24 hours. A saturated 2-inch-thick granular layer would need to lose as much water as the concrete. And the water in the layer must move through the concrete. Thus it's likely that a 2-inch-thick saturated, well-graded granular layer could double the time required for the slab vapor-emission rate to reach 3 lbs/1,000 sf/ 24 hrs. It could even prevent the slab from ever reaching that emission rate.

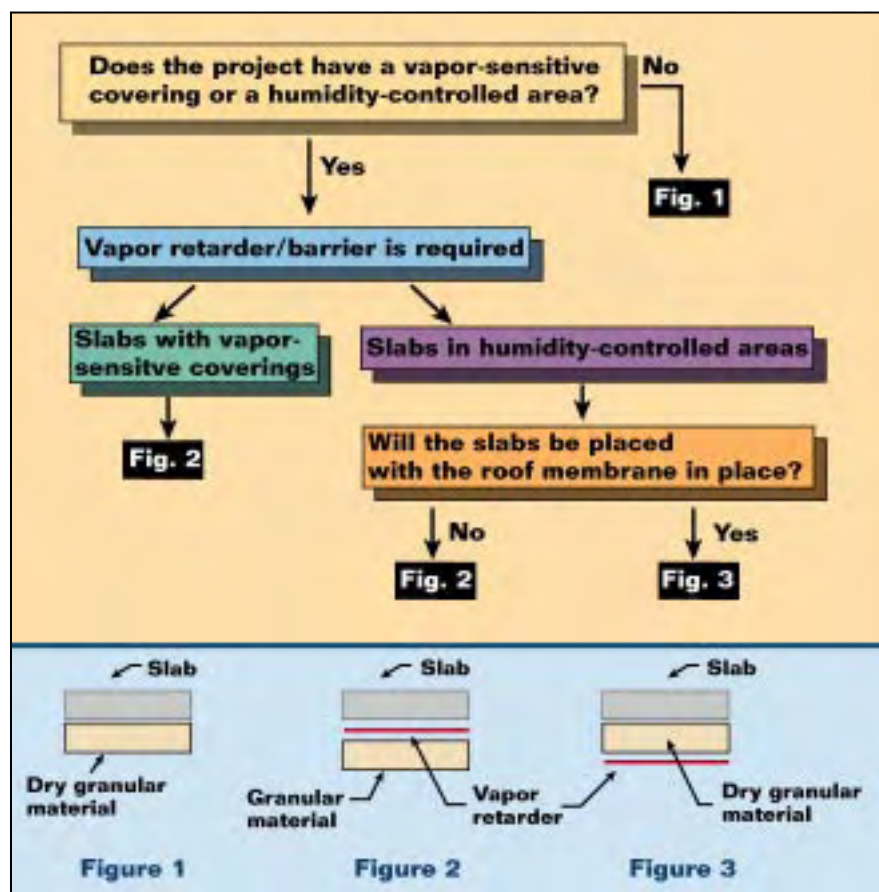


Figure 2. This flow chart helps designers decide if a vapor retarder or barrier is needed and where it should be placed.

Weighing the alternatives

Consulting engineers Jerry Holland and Wayne Walker, Lockwood-Greene Engineers, Atlanta, have developed a flow chart to help designers decide if a vapor retarder is required and, if so, where to place it (Fig. 2).

The chart gives designers the following three options based on the floor's in-service environment and the presence or absence of a vapor-sensitive floor covering:

- Use no vapor retarder
- Use a vapor retarder directly below the slab
- Sandwich a granular layer between the vapor retarder and the slab

ACI Committee 360 is considering inclusion of the flow chart in ACI 360R, *Design of Slabs on Grade*. Because curling is a major concern when concrete is placed directly on the vapor retarder or barrier, notes

in the flow chart will provide suggested design options for minimizing curling effects.

Establishing responsibility for moisture-related floor problems

Consider the following scenario based on a concrete subcontractor's actual experience. The subcontractor places and finishes a concrete floor. Flatness and levelness measurements show specification compliance, and test reports indicate the 28-day compressive strength is acceptable. He leaves the job and submits his bill.

Two months later, he's called back by the general contractor. Rainwater has penetrated the slab, which has curled. The floor-covering contractor is concerned about high water-vapor emission rates, and the general contractor worries that the required slab drying time will delay project completion.

The concrete subcontractor is being held responsible for:

- Curling, even though floor flatness met specifications when measured within 72 hours after concrete placement as required by ACI 117-90, *Standard Specification for Tolerances for Concrete Construction and Materials*
- Protecting the slab from external moisture, even though he has completed all the concrete work and is no longer at the site
- Water-vapor emissions from the slab, even though the general contractor followed specification requirements by placing a granular layer over a vapor retarder
- Delays in completion of the project due to these problems

Sound familiar? On this project, the floor contractor returned at his own expense to grind the slabs and minimize curl. Luckily, he was able to convince the design team that the other issues were not his responsibility.

All of these issues should be resolved with the general contractor,

design team and owner *before* the slab is placed. Concrete subcontractors should be held responsible for flatness and levelness within the time frame designated by ACI tolerance standards, but not longer. General contractors should be responsible for protecting the slab from external moisture. Only they can coordinate and direct the services of the roofer, excavator and other subcontractors who can help to minimize moisture infiltration. And, unlike the concrete subcontractor, the general is on the project from start to finish.

Concrete subcontractors need to resolve these issues at prepour planning meetings. If they don't, they had better be prepared for the phone call telling them they're responsible for fixing problems caused by rain-water infiltration. To avoid that call, add the items discussed here to your prepour conference checklist. 

Editor's note

Discussions, pro and con, for differing vapor-retarder installation op-

tions are also given in ASTM E 1643, *Standard Practice for Installation of Water Vapor Retarders Used in Contact with Earth or Granular Fill under Concrete Slabs*.

References

1. T. Anderson and H. Roper, "Influence of an Impervious Membrane Beneath Concrete Slabs on Grade," Concrete Symposium, Brisbane, Australia, 1977, p. 51.
2. ACI 302.1R-96, *Guide for Concrete Floor and Slab Construction*, American Concrete Institute, Farmington Hills, Mich., February 1997.
3. Raymond S. Rollings, "Retail-Grocery — Floor Failure," *Journal of the Performance of Constructed Facilities*, American Society of Civil Engineers, Reston, Va., May 1995.
4. Herman G. Protze, III, "Construction of Concrete Slabs-On-Grade: Moisture Emission Problems," *Solving Moisture-Related Problems with Slabs-On-Grade*, Seminar 24-63, World of Concrete 1997.
5. Bruce A. Suprenant, "Moisture Movement through Concrete Slabs," *Concrete Construction*, November 1997, pp. 879-885.

Don't use loose sand under concrete slabs

A thin, loose sand layer reduces subgrade support, which can lead to increased slab cracking and poor joint performance

BY BRUCE A. SUPRENANT AND WARD R. MALISCH

Over the past five years, we've received phone calls from contractors who had built floors under which the specifier required a thin sand layer, with no compaction requirement for the sand. The contractors had been called back to repair cracks and joints 6 to 24 months after the slab was placed. The cracks didn't appear to be caused by drying shrinkage, and the joints were showing more than normal deterioration.

The problems occurred primarily in slabs subjected to forklift traffic.

The contractors were being held responsible for the repair costs, and they asked, "Is it possible that the sand layer reduces subgrade or subbase support, causing cracking and poor joint performance, especially under repeated loading such as forklift traffic?"



Figure 1. A technician applies load to a compacted soil specimen in a CBR mold. Specimens were loaded with and without sand layers to determine the effect of differing sand-layer thicknesses.

Table 1 Soil sample properties

Soil sample	Dry density (pcf)/moisture content (%)			Compaction test (standard Proctor)	Soil classification
	No sand	1-in. sand	2-in. sand	Density/moisture	
1A	100.1/19.2	99.8/19.6	100.6/19.0	104.9 pcf/19.5%	SC: A-6(5)
1B	100.1/19.7	99.7/19.8	99.8/19.6		
2A	109.5/14.5	109.5/14.5	109.8/14.4		
2B	109.3/14.6	109.5/14.6	109.4/14.7	115.0 pcf/14.7%	SC: A-6(3)
3A	125.4/8.9	125.1/9.1	125.7/9.1		
3B	125.2/9.0	125.1/9.2	125.3/9.0		
				131.9 pcf/9.1%	SC: A-2-4(0)

The soil is a sand with silty clay and a trace of gravel. The SC is a sand-plastic fines soil classification based on the Unified Soil Classification System. The A-soil classification system is based on the AASHTO soil classification system.

We developed a testing program to gather data that could help answer this question.

Testing subgrade support

To assess the effect of a thin, loose sand layer on subgrade support, we performed duplicate California Bearing Ratio tests (see “What’s a CBR Test”) using three soil samples with varying dry densities. Each test specimen was tested with no sand, a 1-inch sand layer and a 2-inch sand layer. In addition, we placed 1- and 2-inch sand layers over a steel base and tested that combination to show how the sand would affect subgrade support over a very stiff base.

To start the test, a technician placed the soil into a 6-inch-diameter cylinder mold and compacted it. After compaction, he removed the top extension collar and trimmed the soil to a 4½-inch height. He then inverted the mold and added a 10-pound surcharge weight to the top

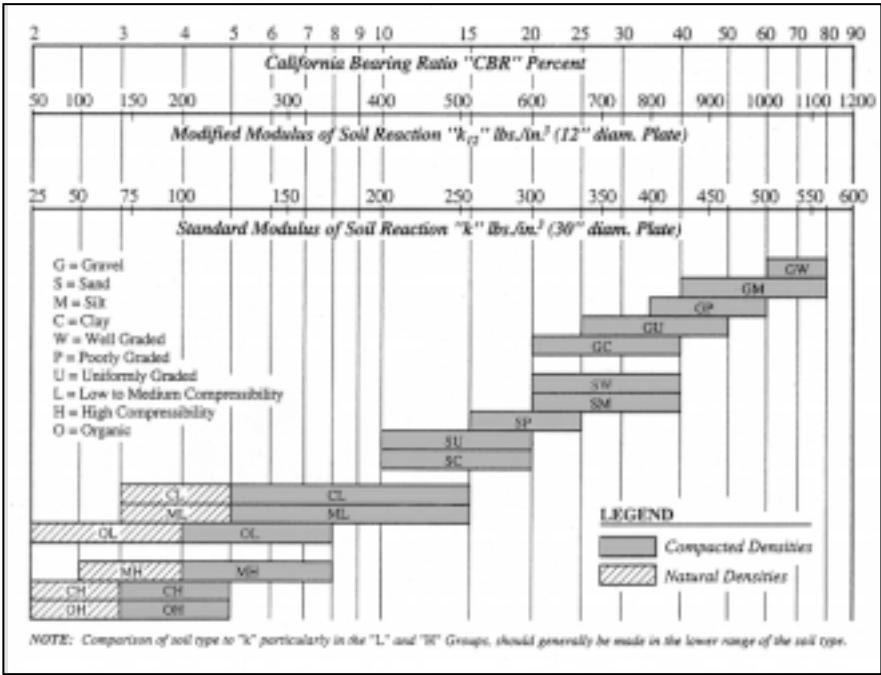


Figure 2. Interrelationships of CBR, k-values and soil classification (from Ref. 2).

surface. Consisting of steel discs with holes in the center to accom-

Table 2 Effect of a sand layer on measured CBR				
Soil sample	No sand	CBR value, %		
		1-in. sand	2-in. sand	
1A	4.0	2.6	1.0	
1B	4.0	3.1	2.1	
Average	4.0	2.9	1.6	
% of no-sand value	100	73	40	
2A	8.1	6.3	4.9	
2B	8.0	5.6	3.9	
Average	8.1	6.0	4.4	
% of no-sand value	100	74	54	
3A	11.4	4.6	2.5	
3B	11.5	4.8	2.6	
Average	11.5	4.7	2.6	
% of no-sand value	100	41	23	
Steel base - A	100*	5.2	2.5	
Steel base - B	100	4.9	2.6	
Average	100	5.1	2.6	
% of no-sand value	100	5.1	2.6	

* Not tested; maximum CBR is 100.

What’s a CBR test?

The California Bearing Ratio test, described in ASTM D 1883 (Ref. 1), is a penetration test commonly used to evaluate the potential strength of subgrade, subbase and base course material. To perform the test, a technician uses a cylindrical piston with a 3-square-inch cross section to penetrate the soil at a rate of 0.05 inch per minute. At each 0.1 inch penetration up to 0.5 inch, the technician records the stress needed to push the piston into the soil. The CBR value is the ratio of this stress at different penetration levels to the bearing value of a standard crushed rock. In most cases, CBR decreases as the penetration increases, so the ratio at 0.1-inch penetration is used as the recorded CBR value. Sometimes designers use this value to choose an appropriate slab thickness for anticipated loadings.

modate the piston, the surcharge weight is nearly equivalent to that of a 4½-inch-thick concrete slab. At this point in the test, it's possible to include a four-day wet soaking period. However, we omitted this step since we weren't interested in the CBR of a wet subgrade.

The soil specimen contained in the mold and loaded by the surcharge weights was placed in a testing machine (Fig. 1) that applied load to the piston. A technician measured load and piston penetration distances and used the resulting stress-vs.-penetration curve to compute the CBR values.

To measure the sand-layer effect, the technician placed loose concrete sand in the mold to completely and uniformly cover the compacted subgrade to a depth of 1 or 2 inches. For the steel base used to simulate a stiff base, the technician placed loose

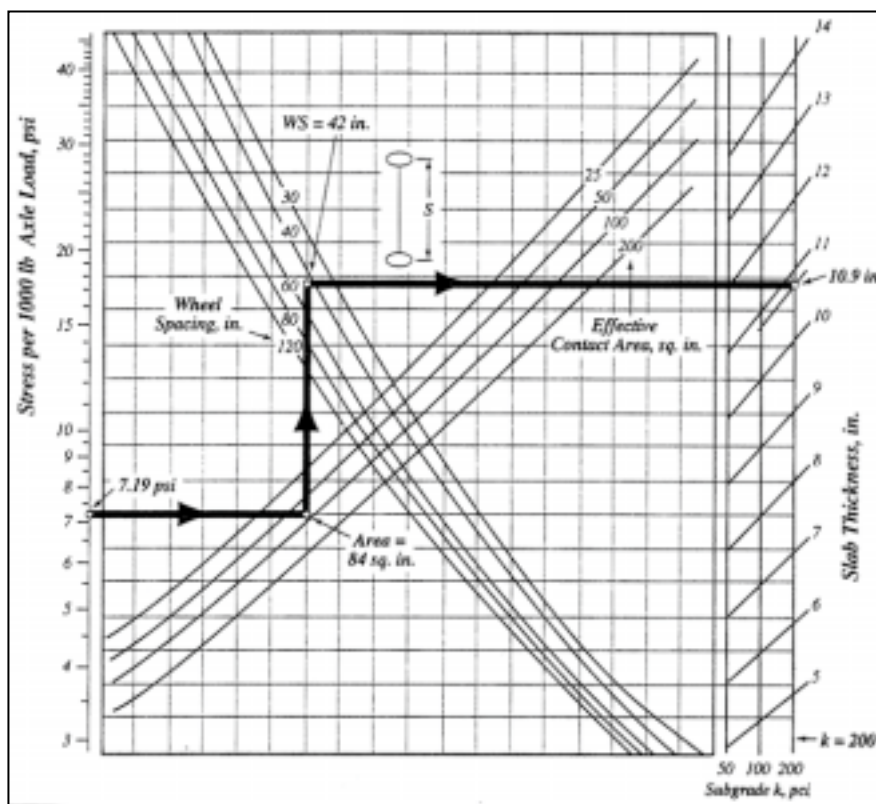


Figure 3. The example in this chart shows that decreasing the k-value from 200 to 50 increases the required slab thickness about an inch. For lighter loadings that yield a thinner slab, the same k-value reduction would still increase thickness about an inch.

sand over the base and added the surcharge weights before applying load to the piston.

The density and moisture content of the compacted specimens also were determined. A comparison of standard Proctor dry-density values shown in Table 1 with the dry densities of the soil samples, also given in the table, shows that all the CBR specimens reached about 95% compaction. Great care was exercised in making sure that the compacted density for a set of specimens was essentially the same. Thus, any measured changes in CBR value would be the result of the presence of a sand layer and not a change in specimen density.

For all the soil samples tested, CBR values decreased dramatically when a thin layer of loose sand was placed over the compacted sample

Table 3 Effect of sand layer on k-values*

Soil sample	No sand	1-in. sand	2-in. sand
1A	100	50	10**
1B	100	75	25
Average	100	63	18**
% of no-sand value	100	63	18
2A	175	145	125
2B	175	135	100
Average	175	140	113
% of no-sand value	100	80	64
3A	210	125	50
3B	210	125	50
Average	210	125	50
% of no-sand value	100	60	24
Steel base - A	650**	125	50
Steel base - B	650	125	50
Average	650	125	50
% of no-sand value	100	19	8

*The k-value is a modulus of soil reaction in lbs/in.³ for a 30-inch-diameter plate and was estimated using the CBR values shown in Table 2.

** Off the chart. In Figure 2, minimum k-value is 25 and maximum is 600. Since a CBR of 100 is possible, a k-value of 650 was estimated.

(Table 2). The decrease was especially large for the sand layer placed over the steel base. For soil sample No. 1 (lowest density), the 1-inch and 2-inch sand layers decreased CBR values to 73% and 40% of the original values, respectively. For sample No. 3 (highest density), the CBR decreases were to 41% and 23% of the original values.

The CBR values for sand layers placed over a steel base provided an interesting comparison. Percentage loss in CBR was very high, but the raw CBR values appear to show that the highest-density soil provided almost as stiff a base as the steel when

a sand layer was added. The CBR values for the lowest-density soil with a sand layer are lower, which is understandable given the weaker subgrade support. The CBR values for soil sample No. 2 don't follow this pattern, and we don't know whether this was the result of soil or sand variability or the variability of the test itself. The steel-base values do seem to indicate that if a designer uses a sand layer, the maximum CBR values he could reasonably expect to attain are about 5 and 2.5 for a 1- or 2-inch-thick layer, respectively.

Slab design: Using

loose sand requires more concrete

CBR values are sometimes used by floor designers to estimate the modulus of soil reaction (lbs/in.³), or k-value. Using Figure 2, we converted the CBR values from our study to k-values, as shown in Table 3. The k-values are used in slab-thickness design charts to represent the support of the underlying subgrade-subbase combination.

Figure 3 is a design chart from the Portland Cement Association's commonly used slab-on-grade design method. As Table 3 shows, the estimated k-value for soil sample No. 3 decreased from 210 to 50 when a 2-inch sand layer was used. The example problem shown on the chart illustrates the effect of this decrease. For a k of 200, the design slab thickness is about 11 inches, but for a k of 50 it increases to 12 inches (see Reference 3 for the complete example). For lighter loadings that yield thinner slabs, required thickness would still increase by about an inch for a k-value decrease from 200 to 50. For soil sample No. 1, the average k-value with a 2-inch sand layer is 18, which is lower than the lowest value (50) on the design chart.

What's the significance of an extra inch of concrete floor thickness? A value-engineering audit for a floor design sometimes results in slab-thickness decreases as small as ½ inch. Increasing the thickness of a 100,000-square-foot warehouse floor slab by 1 inch would cost about \$20,000. The cost of the extra concrete (more than 300 cubic yards) would be about equal to what the concrete floor contractor would be paid for placing and finishing.

What happens if the concrete slab is designed without considering the effect of the sand layer? Based on the design charts and other information (Refs. 2 and 3) for the example shown in Figure 3, the use of a loose sand layer that decreases the k-value from 200 to 50 would result in:

- A flexural stress increase of 25%
- A safety factor decrease from 2.0

Reasons to avoid using sand

There are many reasons for not placing a sand layer under a concrete slab (Ref. 1). These include difficulty in:

- Maintaining a flat, level sand surface during concrete placement
- Maintaining the specified reinforcing steel or dowel basket elevation due to sinking chair supports
- Producing a uniform slab thickness due to shifting sand displaced by concrete

In addition, one engineer (Ref. 2) has linked a sand layer to poor joint performance. He found that under forklift traffic, shifting sand beneath the joint resulted in reduced load-transfer efficiency across the joint. This was especially true at joints where aggregate interlock was the only means of load transfer.

ACI 302.1R-96 (Ref. 3) also discourages the use of a sand layer: "Base material should be a compactible, easy-to-trim, granular fill that will remain stable and support construction traffic. The use of so-called cushion sand or clean sand with uniform particle size, such as concrete sand meeting ASTM C 33, will not be adequate.

This type of sand will be difficult, if not impossible, to compact and maintain until concrete placement is complete."

In revising its "Concrete In Practice" series, the National Ready Mixed Concrete Association is eliminating references to a sand layer and using ACI 302 terminology for base material. But specifiers still call for sand cushions, and some articles and publications still suggest using a sand layer under a concrete slab (Refs. 4 and 5).

References

1. Carl Bimel, "No Sand, Please," *The Construction Specifier*, June 1995, p. 26.
2. William J. Brickey, "Try Crushed Stone Under Slabs-on-Grade," *The Construction Specifier*, July 1990, p. 9.
3. ACI 302.1R-96, "Guide for Concrete Floor and Slab Construction," American Concrete Institute, Farmington Hills, Mich., 1996, p. 16.
4. "Concrete Slab Surface Defects: Causes, Prevention, Repair," Portland Cement Association, Skokie, Ill., 1987, pp. 4, 7, 10.
5. Gregory Dobson, "Concrete Floor Slabs: Recognizing Problems Before They Happen," *Concrete International*, June 1995, p. 46.

to 1.6

- An actual flexural stress that exceeds the fatigue limit, meaning that floor failure would now be determined by load repetitions rather than maximum load
- Failure at 14,000 load repetitions, though the floor was designed for an unlimited number of load repetitions

When specifiers require contractors to place concrete over a sand layer, the contractors don't know if the designer has increased the slab thickness to account for the weaker sand-layer support shown by our data. If the slab thickness wasn't increased, more later-age cracking and poorer joint performance may result, especially for slabs subjected to

heavy construction loads, such as cranes or concrete trucks.

There are many good reasons for not using a sand layer under a concrete slab (see sidebar). If specifications call for a sand layer, contractors should discuss the implications with the architect and engineer before the project begins, and request that the sand layer be replaced with a compactible stone base. Based on our data, repair costs for slabs placed on thicker sand layers shouldn't necessarily be borne by the contractor.



References

1. ASTM D 1883-92 "Standard Test Method for CBR (California Bearing Ratio) of Laboratory-Compacted Soils,"

ASTM, West Conshohocken, Pa., 1992.

2. Boyd C. Ringo and Robert B. Andersen, *Designing Floor Slabs on Grade*, 2nd ed., The Aberdeen Group, 1996.

3. ACI 360R-92, "Design of Slabs on Grade," American Concrete Institute, Farmington Hills, Mich., 1997.

Acknowledgment

All of the laboratory work for this investigation was carried out by Blair G. Peterson, senior engineering technician, CTC-Geotek, Denver. We appreciate Blair's conscientious attention to detail while conducting the tests.

Publication #C99C0223

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APPENDIX B

2018 Borehole Logs



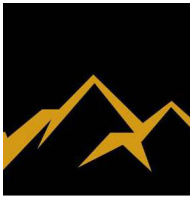
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TEST HOLE LOG

PAGE 1 OF 2

PROJECT NAME: 165 North Glenwood - Bear Development							DATE: 11/08/2018						
PROJECT LOCATION: Jackson, Wyoming							HOLE NO.: JG-18-1/MW-1						
TEST HOLE LOCATION: See Site Map													
ELEVATION G.S. (ft.):			TOTAL DEPTH (ft.): 31.5			GROUNDWATER LEVEL (ft.): N/A			MEASURED FROM: G.S				
DRILL TYPE: Simco 2800HS			HAMMER: Rope and Cathead			DRILL CO: LK Drilling			DRILLER: Steve		LOGGED BY: hc		
DEPTH (ft.)	GRAPHICAL LOG	SAMPLE	S.P.T. (N) BLOWS/6 IN.	(N1)60 BLOWS/FT.	RECOVERY (%)	UNCONFINED STRENGTH (TSF)	CLASSIFICATION	DESCRIPTION COMMENTS:	MOISTURE CONTENT (%)	DRY DENSITY (PCF)	LIQUID LIMITS (%)	PLASTICITY INDEX (%)	WELL COMPLETION
1								0.0-4.5ft SILT with sand - [FILL]					
2													
3		D1	4,3,1	2	27%			2.5ft SILT with sand: Dry to slightly moist, reddish to light brown, very loose, intact, 70-75% silt, 25-30% sand, occasional subrounded gravel to 3/4" in diameter, stone in shoe [FILL]					
4													
5		D2	2,3,3	6	20%			4.5-14.5ft Clayey GRAVEL with sand - [ALLUVIAL FAN] 5.0ft Clayey GRAVEL with sand: Slightly moist, brown to dark brown, loose, intact, 35-40% clay, 60-65% fine gravel and sand, occasional subrounded and subangular pinkish to light brown gravel to 1" in diameter, stone in shoe, no HCL reaction on stones [ALLUVIAL FAN/FILL]					
6													
7													
8		D3	3,7,20	24	40%			7.5ft Clayey GRAVEL with sand: Dry to slightly moist, light brown to greyish brown, medium dense, intact, shattered 55-60% subangular gravel, sand matrix with 5-10% clay, matrix reaction to HCL, stone in shoe [ALLUVIAL FAN]					
9													
10													
11		D4	23,22,25	29	60%			10.0ft Clayey GRAVEL with sand: Dry, white rock dust from gravel/cobble, brown to dark brown matrix, dense, intact, dark grey and white shattered gravel/cobble, clayey matrix with sand and fine gravel, occasional orange gravel [ALLUVIAL FAN]					
12													
13		D5	22,18,42	53	73%			12.5ft Clayey GRAVEL with sand: As above, very dense - split spoon bouncing during sampling					
14													
15													
16		D6	31,35,50 for 4"	50+	30%			14.5-17.0ft GRAVEL - [ALLUVIAL FAN] 15.0ft GRAVEL: Dry, white rock dust from gravel/cobble, very dense, intact, dark grey and white gravel/cobble, very little dark brown matrix clay and sand [ALLUVIAL FAN]					
17													
18		D7	15,50 for 5"	50+	42%			17.0-31.5ft Clayey GRAVEL with sand - [ALLUVIAL FAN] 17.5ft Clayey GRAVEL with sand: Moist, brown, very dense, intact, 25-30% clay, 25-30% sand, 35-40% subrounded gravel to 1/2 inch in diameter, appears to be matrix of above material [ALLUVIAL FAN]					
19													

TEST HOLE LOG JORGENSEN GEO 20181108_HC LOGS.GPJ JORGENSEN GEO 08-2015.GDT 11/27/18

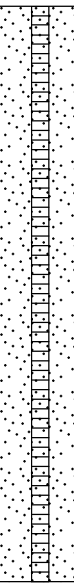


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TEST HOLE LOG

PAGE 2 OF 2

TEST HOLE LOG JORGENSEN GEO 20181108_HC LOGS.GPJ JORGENSEN GEO 08-2015.GDT 11/27/18

PROJECT NAME: 165 North Glenwood - Bear Development										DATE: 11/08/2018				
PROJECT LOCATION: Jackson, Wyoming										HOLE NO.: JG-18-1/MW-1				
DEPTH (ft.)	GRAPHICAL LOG	SAMPLE	S.P.T. (N) BLOWS/6 IN.	(N1)60 BLOWS/FT.	RECOVERY (%)	UNCONFINED STRENGTH (TSF)	CLASSIFICATION	DESCRIPTION	MOISTURE CONTENT (%)	DRY DENSITY (PCF)	LIQUID LIMITS (%)	PLASTICITY INDEX (%)	WELL COMPLETION	
21		D8	20,27,13	22	73%			20.0ft Clayey GRAVEL with sand: Slightly moist to moist, brown, medium dense, intact, 25-30% silt and clay, 20-25% sand, 50-55% subrounded and rounded white, pink, and yellowish brown intact and shattered gravels [ALLUVIAL FAN]						
22														
23		D9	31,46,50 for 4"	50+	31%			22.5ft Clayey GRAVEL with sand: As above, very dense						
24														
25		D10	50 for 3"	50+	62%			25.0ft NO RECOVERY						
26														
27														
28														
29														
30														
31		D12	13,22,26	37	80%			30.0ft Clayey GRAVEL with sand: Moist to very moist, brown, dense, intact, 20-25% clay, 30-35% sand, 35-40% subrounded to subangular dark and light grey shattered and intact gravels [ALLUVIAL FAN]						
32								Notes: Stopped at request Monitoring well installed to 30 feet bgs 15 feet of 2' slotted pvc with 15 feet of solid 2' pvs Backfilled with silica sand to 15 feet bgs Backfilled with cutting to 5 feet bgs Capped with 5 feet of bentonite chips Covered with 8-inch flush mount vault						
33														
34														
35														
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37														
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43														



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TEST HOLE LOG

PAGE 1 OF 2

PROJECT NAME: 165 North Glenwood - Bear Development							DATE: 10/10/2018						
PROJECT LOCATION: Jackson, Wyoming							HOLE NO.: JG-18-2						
TEST HOLE LOCATION: See Site Map													
ELEVATION G.S. (ft.):			TOTAL DEPTH (ft.): 33			GROUNDWATER LEVEL (ft.): N/A			MEASURED FROM: G.S				
DRILL TYPE: Simco 2800HS			HAMMER: Rope and Cathead			DRILL CO: LK Drilling			DRILLER: Steve		LOGGED BY: hc		
DEPTH (ft.)	GRAPHICAL LOG	SAMPLE	S.P.T. (N) BLOWS/6 IN.	(N1)60 BLOWS/FT.	RECOVERY (%)	UNCONFINED STRENGTH (TSF)	CLASSIFICATION	DESCRIPTION COMMENTS:	MOISTURE CONTENT (%)	DRY DENSITY (PCF)	LIQUID LIMITS (%)	PLASTICITY INDEX (%)	WELL COMPLETION
1								0.0-4.5ft Silty GRAVEL with sand - FILL					
2													
3		D1	5,14,18	35	37%			2.5ft Silty GRAVEL with sand: Dry to slightly moist, light to tannish brown, dense, intact, 55-60% shattered gravels, sandy matrix with some light brown subrounded intact gravels, stone in shoe [FILL]					
4													
5								4.5-29.5ft Clayey GRAVEL with sand - ALLUVIAL FAN					
6		D2	43,15,13	26	60%			5.0ft Clayey GRAVEL with sand: Dry, light to yellowish brown, medium dense, intact, 80-85% shattered light brown and yellowish brown gravels, 5-10% clay, 10-15 sand, stone in shoe [ALLUVIAL FAN]					
7													
8		D3	15,21,23	40	80%			7.5ft Clayey GRAVEL with sand: Moist, light to dark brown, dense, intact, 60-65% shattered and intact subrounded dark grey, light brown, and yellowish brown gravels, 35-4% dark brown sandy clay matrix [ALLUVIAL FAN]					
9													
10								10.0ft Clayey GRAVEL with sand: As above - Very dense					
11		D4	25,43,41	69	80%								
12													
13		D5	18,14,7	12	80%			12.5ft Clayey GRAVEL with sand: Very moist, brown to dark brown, medium dense, intact, 40-45% brown sandy matrix with clay, 55-60% intact rounded and subrounded gravels [ALLUVIAL FAN]					
14													
15								15.0ft Clayey GRAVEL with sand: As above - Dense with slightly more shattered gravels					
16		D6	22,18,30	40	87%								
17													
18		D7	13,20,32	42	87%			17.5ft Clayey GRAVEL with sand: Very moist, brown to dark brown, medium dense, intact, 40-45% brown sandy matrix with clay, 55-60% intact and shattered, yellow and orange, rounded and subrounded gravels [ALLUVIAL FAN]					
19													

TEST HOLE LOG JORGENSEN GEO 20181108_HC LOGS.GPJ JORGENSEN GEO 08-2015.GDT 11/27/18



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PAGE 2 OF 2

TEST HOLE LOG JORGENSEN GEO 20181108_HC LOGS.GPJ JORGENSEN GEO 08-2015.GDT 11/27/18

PROJECT NAME: 165 North Glenwood - Bear Development									DATE: 10/10/2018				
PROJECT LOCATION: Jackson, Wyoming									HOLE NO.: JG-18-2				
DEPTH (ft.)	GRAPHICAL LOG	SAMPLE	S.P.T. (N) BLOWS/6 IN.	(N1)60 BLOWS/FT.	RECOVERY (%)	UNCONFINED STRENGTH (TSF)	CLASSIFICATION	DESCRIPTION	MOISTURE CONTENT (%)	DRY DENSITY (PCF)	LIQUID LIMITS (%)	PLASTICITY INDEX (%)	WELL COMPLETION
21		D8	12,17,22	33	60%			20.0ft Clayey GRAVEL with sand: As above - With large shattered stone in bottom 0.4 feet of sample					
22													
23		D9	17,28,30	47	87%			22.5ft Clayey GRAVEL with sand: Moist, brown, dense, intact, 35-40% clay matrix with some ~5% sand, 60-65% shattered and intact, subangular to rounded red, yellow, white, and dark grey gravels [ALLUVIAL FAN]					
24													
25													
26		D10	28,40,18	28	73%			25.0ft Clayey GRAVEL with sand: Moist, greyish brown to brownm, medium dense, intact, shattered orangish and grey gravels with sand matrix ~10-15% clay [ALLUVIAL FAN]					
27													
28		D11	47,50 for 5.5"	50+	53%			27.5ft Clayey GRAVEL with sand: As above - Very dense					
29													
30		D12	10,4,7	8	93%			29.5-33.0ft Lean CLAY - ALLUVIAL FAN 30.0ft Moist, greyish to orangish brown, medium stiff, massive, clay with trace sand [ALLUVIAL FAN]					
31													
32		U1				100%			NOTES: Stopped at request No groundwater encountered at time of investigation Backfilled with cuttings				
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43													

APPENDIX C

USGS Seismic Design Maps Summary and Detailed Reports

USGS Design Maps Summary Report

User-Specified Input

Report Title Bear Development

Tue November 27, 2018 22:38:42 UTC

Building Code Reference Document 2012/2015 International Building Code

(which utilizes USGS hazard data available in 2008)

Site Coordinates 43.4815°N, 110.7641°W

Site Soil Classification Site Class D – “Stiff Soil”

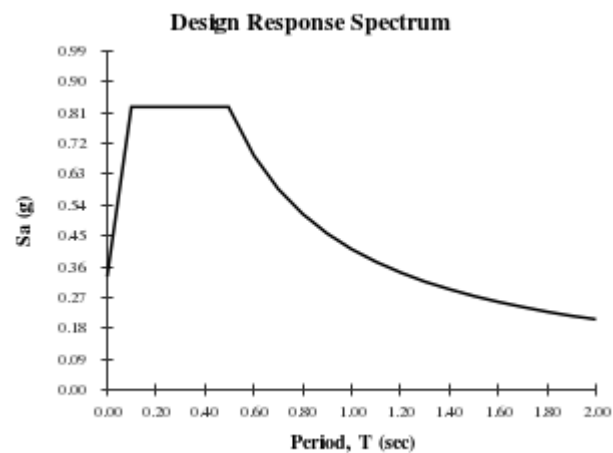
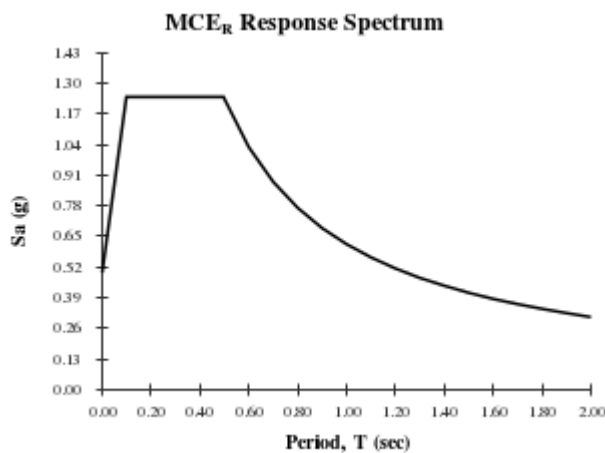
Risk Category I/II/III



USGS-Provided Output

$S_s = 1.232 \text{ g}$	$S_{MS} = 1.241 \text{ g}$	$S_{DS} = 0.827 \text{ g}$
$S_1 = 0.373 \text{ g}$	$S_{M1} = 0.617 \text{ g}$	$S_{D1} = 0.411 \text{ g}$

For information on how the S_s and S_1 values above have been calculated from probabilistic (risk-targeted) and deterministic ground motions in the direction of maximum horizontal response, please return to the application and select the “2009 NEHRP” building code reference document.



Although this information is a product of the U.S. Geological Survey, we provide no warranty, expressed or implied, as to the accuracy of the data contained therein. This tool is not a substitute for technical subject-matter knowledge.



Design Maps Detailed Report

2012/2015 International Building Code (43.4815°N, 110.7641°W)

Site Class D – “Stiff Soil”, Risk Category I/II/III

Section 1613.3.1 — Mapped acceleration parameters

Note: Ground motion values provided below are for the direction of maximum horizontal spectral response acceleration. They have been converted from corresponding geometric mean ground motions computed by the USGS by applying factors of 1.1 (to obtain S_S) and 1.3 (to obtain S_1). Maps in the 2012/2015 International Building Code are provided for Site Class B. Adjustments for other Site Classes are made, as needed, in Section 1613.3.3.

From [Figure 1613.3.1\(1\)](#) ^[1]

$S_S = 1.232\text{ g}$

From [Figure 1613.3.1\(2\)](#) ^[2]

$S_1 = 0.373\text{ g}$

Section 1613.3.2 — Site class definitions

The authority having jurisdiction (not the USGS), site-specific geotechnical data, and/or the default has classified the site as Site Class D, based on the site soil properties in accordance with Section 1613.

2010 ASCE-7 Standard – Table 20.3-1
SITE CLASS DEFINITIONS

Site Class	$\bar{v}_s$	$\bar{N}$ or $\bar{N}_{ch}$	$\bar{s}_u$
A. Hard Rock	>5,000 ft/s	N/A	N/A
B. Rock	2,500 to 5,000 ft/s	N/A	N/A
C. Very dense soil and soft rock	1,200 to 2,500 ft/s	>50	>2,000 psf
D. Stiff Soil	600 to 1,200 ft/s	15 to 50	1,000 to 2,000 psf
E. Soft clay soil	<600 ft/s	<15	<1,000 psf
Any profile with more than 10 ft of soil having the characteristics:			
• Plasticity index $PI > 20$, • Moisture content $w \geq 40\%$, and • Undrained shear strength $\bar{s}_u < 500\text{ psf}$			
F. Soils requiring site response analysis in accordance with Section 21.1	See Section 20.3.1		

For SI: 1ft/s = 0.3048 m/s 1lb/ft² = 0.0479 kN/m²

Section 1613.3.3 — Site coefficients and adjusted maximum considered earthquake spectral response acceleration parameters

TABLE 1613.3.3(1)
VALUES OF SITE COEFFICIENT F_a

Site Class	Mapped Spectral Response Acceleration at Short Period				
	$S_s \leq 0.25$	$S_s = 0.50$	$S_s = 0.75$	$S_s = 1.00$	$S_s \geq 1.25$
A	0.8	0.8	0.8	0.8	0.8
B	1.0	1.0	1.0	1.0	1.0
C	1.2	1.2	1.1	1.0	1.0
D	1.6	1.4	1.2	1.1	1.0
E	2.5	1.7	1.2	0.9	0.9
F	See Section 11.4.7 of ASCE 7				

Note: Use straight-line interpolation for intermediate values of S_s

For Site Class = D and $S_s = 1.232$ g, $F_a = 1.007$

TABLE 1613.3.3(2)
VALUES OF SITE COEFFICIENT F_v

Site Class	Mapped Spectral Response Acceleration at 1-s Period				
	$S_1 \leq 0.10$	$S_1 = 0.20$	$S_1 = 0.30$	$S_1 = 0.40$	$S_1 \geq 0.50$
A	0.8	0.8	0.8	0.8	0.8
B	1.0	1.0	1.0	1.0	1.0
C	1.7	1.6	1.5	1.4	1.3
D	2.4	2.0	1.8	1.6	1.5
E	3.5	3.2	2.8	2.4	2.4
F	See Section 11.4.7 of ASCE 7				

Note: Use straight-line interpolation for intermediate values of S_1

For Site Class = D and $S_1 = 0.373$ g, $F_v = 1.654$

Equation (16-37):

$$S_{MS} = F_a S_S = 1.007 \times 1.232 = 1.241 \text{ g}$$

Equation (16-38):

$$S_{M1} = F_v S_1 = 1.654 \times 0.373 = 0.617 \text{ g}$$

Section 1613.3.4 — Design spectral response acceleration parameters

Equation (16-39):

$$S_{DS} = \frac{2}{3} S_{MS} = \frac{2}{3} \times 1.241 = 0.827 \text{ g}$$

Equation (16-40):

$$S_{D1} = \frac{2}{3} S_{M1} = \frac{2}{3} \times 0.617 = 0.411 \text{ g}$$

Section 1613.3.5 — Determination of seismic design category

TABLE 1613.3.5(1)

SEISMIC DESIGN CATEGORY BASED ON SHORT-PERIOD (0.2 second) RESPONSE ACCELERATION

VALUE OF S_{DS}	RISK CATEGORY		
	I or II	III	IV
$S_{DS} < 0.167g$	A	A	A
$0.167g \leq S_{DS} < 0.33g$	B	B	C
$0.33g \leq S_{DS} < 0.50g$	C	C	D
$0.50g \leq S_{DS}$	D	D	D

For Risk Category = I and $S_{DS} = 0.827 g$, Seismic Design Category = D

TABLE 1613.3.5(2)

SEISMIC DESIGN CATEGORY BASED ON 1-SECOND PERIOD RESPONSE ACCELERATION

VALUE OF S_{D1}	RISK CATEGORY		
	I or II	III	IV
$S_{D1} < 0.067g$	A	A	A
$0.067g \leq S_{D1} < 0.133g$	B	B	C
$0.133g \leq S_{D1} < 0.20g$	C	C	D
$0.20g \leq S_{D1}$	D	D	D

For Risk Category = I and $S_{D1} = 0.411 g$, Seismic Design Category = D

Note: When S_1 is greater than or equal to $0.75g$, the Seismic Design Category is **E** for buildings in Risk Categories I, II, and III, and **F** for those in Risk Category IV, irrespective of the above.

Seismic Design Category $\equiv$ "the more severe design category in accordance with Table 1613.3.5(1) or 1613.3.5(2)" = D

Note: See Section 1613.3.5.1 for alternative approaches to calculating Seismic Design Category.

References

1. Figure 1613.3.1(1): [https://earthquake.usgs.gov/hazards/designmaps/downloads/pdfs/IBC-2012-Fig1613p3p1\(1\).pdf](https://earthquake.usgs.gov/hazards/designmaps/downloads/pdfs/IBC-2012-Fig1613p3p1(1).pdf)
2. Figure 1613.3.1(2): [https://earthquake.usgs.gov/hazards/designmaps/downloads/pdfs/IBC-2012-Fig1613p3p1\(2\).pdf](https://earthquake.usgs.gov/hazards/designmaps/downloads/pdfs/IBC-2012-Fig1613p3p1(2).pdf)



Traffic Impact Study for Club Lespri and McCabe Corner Gill Avenue, Jackson, Wyoming

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Project No.: 06151.01 & 07016.00

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Revised: September 12, 2007

I. INTRODUCTION

Two developments are currently being proposed for the south side of Gill Avenue between Glenwood Street and Millward Street in Jackson, Wyoming. These two projects will result in the complete redevelopment this Gill Avenue frontage. This report is a study of the potential traffic impacts resulting from the construction of the two proposed developments. These developments will be neighbors and use the same alley for access. Both developments will be presented together in this report in an effort to examine the greatest impacts.

The McCabe Corner development is being proposed by The Eden Group of Wilson, WY. It is comprised of four town lots at the southwest corner of the Gill Avenue and Glenwood Street intersection. The site is better described as Lots 1 through 4, Block 6, Original Town Site, Jackson, Wyoming. The proposed development will consist of approximately 33 condominiums. Residential parking will be provided on site in and accessed via the alley between Glenwood Street and Millward Street.

Club Lespri is being proposed and developed by White Buffalo Development, LLC of Park City, Utah. The site is comprised of three lots at the southeast corner of the Gill Avenue and Millward Street intersection, better described as Lots 18 through 20, Block 6, Original Town Site, Jackson, Wyoming. The Club Lespri development will be limited to the east half of Lot 19 and the whole of Lot 20. The development will be a mixed-use private club consisting of a dinning room and lounge, wellness center, condominiums, and employee housing. Parking for the condominiums and employee housing will be accessed through the alley off Gill Avenue between Glenwood Street and Millward Street; the same alley used to access the McCabe Corner development.

The purpose of this study is to analyze the impacts to the traffic and safety of the surrounding Jackson, Wyoming roadway network as a result of the construction of these two developments. This report will identify and discuss any upgrades to the study area that may be necessary due to the impacts of the development.

All data, calculations, and worksheets can be found in the Appendix of this report.

II. EXISTING LAND USE AND TRANSPORTATION SYSTEM

Existing Land Uses

The McCabe Corner site consists of four town lots at the southwest corner of the Gill Avenue and Glenwood Street intersection. These lots are home to a mix of land uses including office space and apartments. The footprints of these land uses encompass approximately forty percent (40%) of the four lots total square footage. The remainder of the lot area contains walkways, landscaping, and parking lot.

Club Lespri will cover approximately one and a half town lots at the southeast corner of the Gill Avenue and Millward Street intersection. It will be located on all of Lot 20 and the east half of Lot 19. Currently these areas are a mix of landscaping and parking.

Existing Roadways

The two projects are separated by a north-south alley and are bordered on three sides by Town of Jackson Streets: Glenwood Street on the east, Gill Avenue on the north, and Millward Street on the west.

The Glenwood Street/Gill Avenue intersection is a two-way stop-controlled intersection with the Glenwood Street legs being controlled. Glenwood Street is stop-controlled at Delony Avenue one block south of Gill Avenue and is one-way to the north south of Delony Avenue. Two and half blocks north of Gill Avenue, Glenwood Street dead-ends.

The Millward Street/Gill Avenue intersection is a two-way stop-controlled intersection with the Gill Avenue legs being controlled. Two blocks south of Gill Avenue the Millward Street intersection with Broadway (State Highway 89) is signal-controlled. One block north of Gill Avenue, Millward Street intersects Mercill Avenue and access to North Cache Street (State Highway 89). Millward Street and Mercill Avenue combine to provide the truck route around the Town Square area of downtown Jackson.

Gill Avenue's eastern terminus is at Willow Street near the Teton County Recreation Center. It's western terminus is essentially at its intersection with Jackson Street. Gill Avenue is signal-controlled with North Cache Street and stop-controlled at Millward Street, a two-way stop controlled intersection.

All roadway segments in this area of Town have on-street parking and multiple access points. All roadway sections bordering the subject projects have sidewalks and striped crosswalks. Some sidewalk segments are missing from neighboring streets. Bicycles share the roads in the project area with other vehicles.

Existing Traffic

The existing traffic conditions presented herein are a combination of Chapter 8 Transportation of the Jackson/Teton County Comprehensive Plan, and 2002 Summer Traffic Counts conducted in Jackson.

Chapter 8 presents a summer Average Daily Traffic (ADT) volume of 9,000 vehicles per day (vpd) on Millward Street in the project area in 1996 (page 8-9). Chapter 8 also predicts a summer 2020 ADT of 13,000 vpd with the Chapter's implementation (page 8-23). This is a compounded average growth rate of approximately 1.54%. Interpolation of these numbers results in a 2007 summer ADT of approximately 10,650 vpd on Millward Street.

Traffic counts conducted in 2002 for the Town of Jackson show a summer ADT of 4172 vpd on Gill Avenue west of Glenwood Street. Applying the same compounded average growth rate of 1.54% to this volume yields a 2007 summer ADT of approximately 4,500 for Gill Avenue.

III. PROPOSED CONDITIONS

The proposed McCabe Corner and Club Lespri developments will redevelop approximately five and a half town lots into a mix of land uses.

The McCabe Corner development is comprised of four town lots at the southwest corner of the Gill Avenue and Glenwood Street intersection. The proposed development will consist of approximately 33 condominiums with 70% used as short term rentals and 30% used as long term residential units. Parking will be provided on site in and accessed via the alley between Glenwood Street and Millward Street.

Club Lespri is to be developed on one and a half town lots at the southeast corner of Gill Avenue and Millward Street. It will be a mixed-use private club consisting of a dinning room and lounge, wellness center, condominiums, and employee housing. While owned by individuals, the condominiums will act like short term rentals. Parking for the condominiums and employee housing will be accessed through the alley off Gill Avenue between Glenwood Street and Millward Street; the same alley used to access the McCabe Corner development.

Background Traffic

Background traffic refers to the current existing traffic and the future traffic that is anticipated without the proposed development. For this study the background traffic was calculated using information contained in Chapter 8 Transportation of the Jackson/Teton County Comprehensive Plan.

As stated above, Chapter 8 demonstrates a compounded average growth rate of 1.54% in the area of the proposed projects. This rate is applied to the 2002 summer ADT for Gill Avenue to predict the 2020 summer ADT for Gill Avenue.

Chapter 8 provides a prediction for the 2020 summer ADT on Millward Street.

Table 1 shows the summer ADT projections for Gill Avenue and Millward Street.

TABLE 1
SUMMER ADT VOLUMES

	1996	2002	2007	2020
Millward Street	9000		10652	13000
Gill Avenue		4172	4504	5497

Millward Street: 1996 and 2020 ADT provided by Chapter 8

2007 ADT calculated using 1.54% CAGR

Gill Avenue: 2002 ADT provided by TOJ counts

2007 and 2020 ADT calculated using 1.54% CAGR

Trip Generation

The proposed ADT volumes generated by the developments are estimated using *ITE Trip Generation, 7th Edition*. This manual provides trip generation rates for a myriad of land uses and is considered the standard for trip generation calculations in the traffic professions. For McCabe Corner 70% of the condominiums will operate as short term rentals. Those units are analyzed as ITE Land Use 311, All Suites Hotel. The remaining 30% are analyzed as Land Use 230, Residential Condominium/Townhouse. Club Lespri's Land Uses include Apartment (220), All Suites Hotel (311), Health/Fitness Club (492), and Quality Restaurant (931).

Trip generation spreadsheets are included in the appendix of this report. They show the equations used as well as the calculated volumes. Table 2 summarizes the ADT generated by the proposed developments on a weekday.

TABLE 2
TRIP GENERATION

Land Use	ITE Code	Variable	Value	Weekday ADT
Club Lespri				
Apartment	220	Dwelling Units	4	8
All Suites Hotel	311	Rooms	10	45
Health/Fitness Club	492	1000 sq. ft.	2.8	92
Quality Restaurant	931	Seats	53	152
McCabe Corner				
Residential Condominium/Townhouse	230	Dwelling Units	10	49
All Suites Hotel	311	Rooms	23	104
Total Trips Generated				449

These are the raw volumes calculated from *ITE Trip Generation, 7th Edition*. The Club Lespri condominiums are analyzed as an All Suites Hotel because that is the ITE Land Use that best fits the anticipated use of the condominiums. They will be owned by individuals as vacation properties and rented to vacationers when not in use by the owners.

The actual ADT generated by these developments will be significantly lower those presented in Table 2. The mix-use, private club nature of Club Lespri will greatly aid in trip reduction. Visitors staying in the condominiums will have the wellness center and restaurant on site to

reduce the need travel elsewhere. The apartments are for employees of the club so they will not commute. Shared trips are likely between the wellness canter and the restaurant. The downtown location of the development is sure to reduce the trips it generates. A 10% trip generation reduction could be expected because of the above mentioned reasons.

McCabe Corner should also generate fewer trips than reported in Table 2. The downtown location of this development is the key to its lower trip generation. The owners of the condominiums will most likely live in them, and the downtown location is likely to be a very attractive feature. The project site is one block from North Cache Street and all its amenities such as shops and restaurants. It is about two blocks from the Town Square, one block from Miller Park, and three blocks from the Teton County Recreation Center. Additionally there is a wide variety and high number of businesses and entertainment venues within just five blocks of the McCabe Corner site. Residents of McCabe Corner are very likely to work in the downtown area and take advantage of their proximity to the other downtown amenities. This proximity to downtown will also be very appealing to users of the short term rentals. All occupants of McCabe Corner are likely walk to many of their destinations rather than drive. The overall trip reduction for McCabe Corner could be as much as 20% due to its location alone. Additional trip generation reductions are usually made from the removal of existing land uses on a redevelopment site. No such reductions have been made.

Trip Distribution

The trips generated by the developments will spread out amongst the surrounding roadway network. The McCabe Corner trips will access Gill Avenue by way of the alley west of the project. The condominium and employee housing trips of Club Lespri will access the development via the same alley. Additional Club Lespri trips will terminate in the surrounding on street parking. The heaviest distribution routes for both developments will most likely be along Gill Avenue to and from the traffic signal at North Cache Street and along Millward Street to and from the traffic signal at Broadway. This report assumes half of the McCabe Corner traffic will use the North Cache intersection and half will use Millward Street. This report also assumes that one third of the Club Lespri traffic will utilize the traffic signal at Gill Avenue and North Cache Street and two thirds will be associated with Millward Street. These assumptions are fairly conservative as there are a number are route for traffic in the downtown's roadway grid.

Table 3 indicates the total generated trip distribution among Gill Avenue east of Glenwood Street and Millward Street.

TABLE 3
TOTAL TRIP DISTRIBUTION

	McCabe Corner	Club Lespri
Millward Street	76	199
Gill Avenue	76	98

Table 4 shows the trip distribution for the reduced volume of trip based on the reduction percentages mentioned above.

**TABLE 4
REDUCED TRIP DISTRIBUTION**

	McCabe Corner	Club Lespri
Millward Street	61	179
Gill Avenue	61	88

Total Traffic

Adding the developments trip generations to the background traffic calculates the total traffic that may occur with the implementation of these projects. Combining the volumes for 2007 and 2020 with the reduced distribution volumes in Table 4 yields the total traffic volumes in Table 5.

**TABLE 5
TOTAL TRAFFIC**

	2007	2020
Millward Street	10892	13240
Gill Avenue	4653	5646

IV. TRAFFIC ANALYSIS

The background ADT for 2020 actually incorporates much the traffic generated by these two developments. The intent of Chapter 8 was to understand the future transportation demands in Jackson and Teton County. Growth and redevelopment in downtown Jackson was part of that analysis. As such, the volumes reported in Table 4 and Table 5 should be considered conservative.

The construction of these two developments will add some delay to the Gill Avenue intersections with Glenwood Street and Millward Street. These intersections, however, currently operate at a high level of service. The minor, additional delays should not significantly reduce levels of service and therefore should not warrant any traffic mediation efforts.

In the worst case scenario, the Town of Jackson roadway network should be able to accommodate the addition of potentially 389 vehicles per day. With the grid network of streets, drivers will disperse themselves with routes that work best for their destinations. Additional congestion in the area of McCabe Corner and Club Lespri will not be caused solely by these developments. Rather, traffic congestion in this area, much like the whole of downtown Jackson, will be caused by growth of the entire Jackson Hole region. Presenting solutions to area wide traffic concerns is beyond the scope of this report.



**Traffic Impact Study for Club Lespri and McCabe Corner
Gill Avenue, Jackson, Wyoming**

APPENDIX

Club Lespri

Millward Street & Gill Avenue
Jackson, Wyoming

RESIDENTIAL LAND USES

ITE Land Use Category: **Apartment**
ITE Land Use Code: **220**
Independent Variable: Dwelling Units
Value: 4

Analysis Period		Average Rate or Equation	Calc'd Trips	Directional Distribution			
				Entering	Exiting	Entering	Exiting
ADT	Weekday	T = 2.00(X)	8	50%	50%	4	4
ADT	Saturday	T = 2.84(X)	11	50%	50%	6	6
ADT	Sunday	T = 3.21(X)	13	50%	50%	6	6
A.M. Pk Hr Adjacent Street	Weekday	T = 0.1(X)	0	20%	80%	0	0
P.M. Pk Hr Adjacent Street	Weekday	T = 0.1(X)	0	65%	35%	0	0

Low end of Range of Rates because Dwelling Units are Employee Housing and located downtown.

LODGING LAND USES

Condo Units will be short term rentals and are expected to have Trip Gen rates similar to a hotel.

ITE Land Use Category: **All Suites Hotel**
ITE Land Use Code: **311**
Independent Variable: Rooms
Value: 10

Analysis Period		Average Rate or Equation	Calc'd Trips	Directional Distribution			
				Entering	Exiting	Entering	Exiting
ADT	Weekday	T = 4.49(X)	45	50%	50%	22	22
ADT (Hotel: 310)	Saturday	T = 6.35(X)	64	50%	50%	32	32
ADT (Hotel: 310)	Sunday	T = 4.01(X)	40	50%	50%	20	20
A.M. Pk Hr Adjacent Street	Weekday	T = 0.28(X)	3	55%	45%	2	1
P.M. Pk Hr Adjacent Street	Weekday	T = 0.32(X)	3	45%	55%	1	2

Low end of Range of Rates because Units are located downtown.

RECREATIONAL LAND USES

ITE Land Use Category: **Health/Fitness Club**
ITE Land Use Code: **492**
Independent Variable: 1000 sq. ft.
Value: 2.8

Analysis Period		Average Rate or Equation	Calc'd Trips	Directional Distribution			
				Entering	Exiting	Entering	Exiting
ADT	Weekday	T = 32.93(X)	92	50%	50%	46	46
ADT	Saturday	T = 20.87(X)	58	50%	50%	29	29
ADT	Sunday	T = 26.73(X)	75	50%	50%	37	37
A.M. Pk Hr Adjacent Street	Weekday	T = 0.3(X)	1	42%	58%	0	0
P.M. Pk Hr Adjacent Street	Weekday	T = 3.20(X)	9	67%	33%	6	3

Low end of Range of Rates because wellness center is a private club located downtown

DINING LAND USES

ITE Land Use Category: **Quality Restaurant**
ITE Land Use Code: **931**
Independent Variable: Seats
Value: 53

Analysis Period		Average Rate or Equation	Calc'd Trips	Directional Distribution			
				Entering	Exiting	Entering	Exiting
ADT	Weekday	T = 2.86(X)	152	50%	50%	76	76
ADT	Saturday	T = 2.81(X)	149	50%	50%	74	74
ADT	Sunday	T = 2.15(X)	114	50%	50%	57	57
A.M. Pk Hr Adjacent Street	Weekday	T = 0.03(X)	2	55%	45%	1	1
P.M. Pk Hr Adjacent Street	Weekday	T = 0.26(X)	14	67%	33%	9	5

Average Rate because restaurant is a private club located downtown

McCabe Corner
Glenwood Street & Gill Avenue
Jackson, Wyoming

RESIDENTIAL LAND USES

Total Market Units 33
 Short Term: 70% 23
 Long Term: 30% 10
 Affordable Units: 3

ITE Land Use Category: **Residential Condominium/Townhouse**
 ITE Land Use Code: **230**
 Independent Variable: Dwelling Units
 Value: 10

				<i>Directional Distribution</i>			
<i>Analysis Period</i>		<i>Average Rate or Equation</i>	<i>Calc'd Trips</i>	<i>Entering</i>	<i>Exiting</i>	<i>Entering</i>	<i>Exiting</i>
ADT	Weekday	$T = (1.83 + 3.09) * (X)$	49	50%	50%	24	24
ADT	Saturday	$T = (1.17 + 3.10) * (X)$	42	50%	50%	21	21
ADT	Sunday	$T = (1.36 + 2.71) * (X)$	40	50%	50%	20	20
A.M. Pk Hr Adjacent Street	Weekday	$T = (0.15 + 0.69) * (X)$	8	17%	83%	1	7
P.M. Pk Hr Adjacent Street	Weekday	$T = (0.18 + 0.75) * (X)$	9	67%	33%	6	3

Low end of Range of Rates plus one standard deviation because Units are located downtown.

Short term rentals and are expected to have Trip Gen rates similar to a hotel.

ITE Land Use Category: All Suites Hotel
 ITE Land Use Code: **311**
 Independent Variable: Rooms
 Value: 23

				<i>Directional Distribution</i>			
<i>Analysis Period</i>		<i>Average Rate or Equation</i>	<i>Calc'd Trips</i>	<i>Entering</i>	<i>Exiting</i>	<i>Entering</i>	<i>Exiting</i>
ADT	Weekday	$T = 4.49(X)$	104	50%	50%	52	52
ADT (Hotel: 310)	Saturday	$T = 6.35(X)$	147	50%	50%	73	73
ADT (Hotel: 310)	Sunday	$T = 4.01(X)$	93	50%	50%	46	46
A.M. Pk Hr Adjacent Street	Weekday	$T = 0.28(X)$	6	55%	45%	4	3
P.M. Pk Hr Adjacent Street	Weekday	$T = 0.32(X)$	7	45%	55%	3	4

Low end of Range of Rates because Units are located downtown.

Club Lespri & McCabe Corner

Gill Avenue
Jackson, Wyoming

TRIP GENERATION SUMMARY

Peak Hour Summary

Land Use	ITE Code	Variable	Value	AM		PM	
				Entering	Exiting	Entering	Exiting
Club Lespri							
Apartment	220	Dwelling Units	4	0.1	0.3	0.3	0.1
All Suites Hotel	311	Rooms	10	1.5	1.3	1.4	1.8
Health/Fitness Club	492	1000 sq. ft.	2.8	0.4	0.5	6.0	3.0
Quality Restaurant	931	Seats	53	0.9	0.7	9.2	4.5
McCabe Corner							
Residential Condominium/Townhouse	230	Dwelling Units	9.9	1.4	6.9	6.2	3.0
All Suites Hotel	311	Rooms	23.1	3.6	2.9	3.3	4.1
Total Trips Generated				8	13	26	17

Weekday ADT Summary

Land Use	ITE Code	Variable	Value	Weekday ADT
Club Lespri				
Apartment	220	Dwelling Units	4	8
All Suites Hotel	311	Rooms	10	45
Health/Fitness Club	492	1000 sq. ft.	2.8	92
Quality Restaurant	931	Seats	53	152
McCabe Corner				
Residential Condominium/Townhouse	230	Dwelling Units	10	49
All Suites Hotel	311	Rooms	23	104
Total Trips Generated				449

Club Lespri & McCabe Corner
 Gill Avenue
 Jackson, Wyoming

BACKGROUND TRAFFIC GROWTH

Millward Street	Chapter 8		TIS Projection	
	Year	ADT	Year	ADT
	1996	9000	2007	10652
	2020	13000		
	CARG	1.54%		

Gill Avenue	TOJ Counts		TIS Projection	
	Year	ADT	Year	ADT
	2002	4172	2007	4504
			2020	5497

Summer ADT

	1996	2002	2007	2020
Millward Street	9000		10652	13000
Gill Avenue		4172	4504	5497

Distribution Rates

	McCabe	Lespri
Millward Street	50%	67%
Gill Avenue	50%	33%

Full Trip Distribution

	McCabe	Lespri	Total
Millward Street	76	199	275
Gill Avenue	76	98	174

Reduced Trip Distribution

	McCabe	Lespri	Total
Millward Street	61	179	240
Gill Avenue	61	88	149

Total Trips

	2007	2020
Millward Street	10892	13240
Gill Avenue	4653	5646

Housing Mitigation Plan

Below is the Applicability analysis and support for the attached Calculation required in a Housing Mitigation Plan. Because the calculation yields a requirement less than zero, no other required contents of the Housing Mitigation Plan are applicable.

Existing Development (Applicability, Sec. 6.3.2.)

Pursuant to Section 6.3.2.A.1. of the Town LDRs the development that can be credited as existing is the development that existed on the site as of December 18, 1995 or was built or permitted since that date.

185 N. Glenwood

On December 18, 1995 this portion of the site was the Jackson Hole Guide. The Guide included:

7,930 sf	Newsroom
6,160 sf	Pressroom
5,200 sf	4-2 bedroom apartments, 2-1bedroom apartments

These floor areas and uses were established in McCabe Corner PMD Final Development Plan. There has not been another use of the site since.

For the purpose of calculating credit for existing development, the newsroom is treated as an office use and the pressroom as a light industrial use. The newsroom is where the reporters, editors, publishers had their office space. The pressroom is where the paper was printed and distributed. This use distinction is consistent with the calculation of the housing requirements for the current Jackson Hole News and Guide building (reference building permits B01-032 and B03-017).

The apartments are not considered existing per Section 6.3.2.A.1.a and are therefore not included in the calculation of existing development.

165 N. Glenwood

On December 18, 1995 this portion of the site was a mix of uses.

1,455 sf	Teton Cycleworks – the 660 sf building on Glenwood was the retail area, the 795 sf building (including basement) behind it was the shop area for the store
2,539 sf	JH Mountain Guides – includes half of the ground floor and the basement, which was used as storage, of the main building
1,699 sf	3 apartments in the main building, 1 on the ground floor and 2 on the second floor
2,680 sf	4-2 bedroom apartments in the back building

The floor area numbers are Assessor data. The retail space has housed other retail and service businesses, but has never had an approved change of use. The main building no longer houses the JH Mountain Guides, but has never had an approved change of use.

The Teton Cycleworks space is treated as retail/service in the existing development calculation. The JH Mountain Guide space is Outfitter/Tour Operator use, which is an independent calculation that is described in more detail in the next section of this support documentation. The apartments are not considered existing per Section 6.3.2.A.1.a and are therefore not included in the calculation of existing development.

Outfitter/Tour Operator Independent Calculation

JH Mountain Guides is, and was in 1995, a dual seasonal outfitter/tour operator, offering guided backcountry experiences in both summer and winter (climbing, hiking, backpacking, skiing). As such, the below independent calculation focused on outfitter/tour operator spaces with dual seasonal or year-round operations. It is not applicable to a truly seasonal use that does not support employees year-round.

The housing requirement for any use is the result of 3 types of employee generation – construction employees to build the space, operational employees who work out of the space, and first responders who protect the space. The calculation for an outfitter/tour operator is provided below in the same format as it is calculated for other uses in the calculator provided online. Numbers in blue are the values proposed pursuant to 6.3.3.B.3. All other values are pursuant to the 2013 Nexus Study, or are the function of the calculation stated in 6.3.3.B.2.

Construction

The generation of construction employees depends on whether the space is finished or unfinished as it takes more construction employees to finish a space. The assumption in this independent calculation is that an outfitter/tour operator space will be a combination of finished space to interface with the customer and unfished space to store gear. Therefore, the construction employee generation was assumed to be halfway between the finished an unfinished number. This method was also used in the 2013 Nexus Study with regard to Institutional space. Otherwise, the standard career length, income, and household characteristics of a construction worker were used to calculate the housing requirement attributable to construction worker generation.

Operations

To determine the operational employee generation per square foot and the income characteristics of outfitter/tour operator employees, 3 local uses were surveyed. The results are below. The average employee generation per 1,000 sf is included directly.

To calculate the employees per unit and employees who can afford housing, the income characteristics of the employees were matched to the income characteristics of employees in other sectors. The best match from the 2013 Nexus Study were institutional employees, so the employees per unit and employees who can afford factors for

Outfitter/Tour Operator Calculation		
Construction		
	employees per 1,000 sf	0.927
	sf per room	
	Length of Construction Career	30
	employees per 1,000 sf/room	0.031
	employees per unit	1.774
	employees who can afford	28.87%
	units per 1,000 sf/room	0.012
Operations		
	employees per 1,000 sf/room	6.756
	employees per unit	1.678
	Employees who can afford	28.18%
	units per 1,000 sf/room	2.892
Fire/EMS		
	Fire/EMS employees per 1000 sf	0.00100
	employees per unit	1.797
	employees who can afford	25.56%
	Fire/EMS units per 1000 sf	0.00042
Law Enforcement		
	Law employees per 1000 sf	0.00301
	employees per unit	1.797
	employees who can afford	27.09%
	Law units per 1000 sf	0.00122
Total		
	Employees per 1000 sf/room	6.791
	units per 1,000 sf/room	2.906
	Town Yearround mitigation "rate"	55%
	Town Reduction factor	0.75
	Town Required units per 1,000 sf	2.189

institutional uses were applied to outfitter/tour operator use. For reference, the institutional affordability factors are middle of the road compared to other uses and very nearly equal to the average. It should be noted that the ability to afford factors have far less impact than the employee generation in determining the requirement from any sector – adjusting from the middle to the highest or lowest affordability factors would only change the calculated requirement by 0.03 units per 1,000 square feet.

	Exum	Mad River/ Scenic Safari	Brushbuck Tours	Average
Floor Area	2,820 sf	4,176 sf	1,300 sf	
Year-round Employees	14	35	9	
Employees/1,000 sf	4.965	8.381	6.923	6.756
Average Salary		\$56,796	\$64,000	\$60,400

Notes:

- In the case of Exum and Mad River/Scenic Safari year-round employees is a dual seasonal calculation representative of employment in the season with fewer employees.
- The Exum and Mad River/Scenic Safari information was gathered from staff or ex-staff.
- The Brushbuck information represents the year-round employee information from CUP file P17-102, except that the payroll information was supplemented with an assumption of tip income as well. The tip assumption was based on the tip information gathered for Mad River/Scenic Safari employees.

First Responders

All of the standard employee generation, income, and household characteristics for a nonresidential use were used to calculate the housing requirement attributable to first responder generation.

Result

The final step in the calculation is to utilize the general reduction factor applied to all commercial uses that was colloquially approved as applying a 55% mitigation rate instead of a 73% mitigation rate.

The result, a housing mitigation rate far greater than any other use, is simply explained by the logic that it does not take much floor area to launch a lot of tours into the field. As a result, an outfitter/tour operator can employ a lot of guides and other staff with little need for floor area. However, there is still a link to floor area for staging and storage so floor area can still be used to determine the calculation.

Housing Mitigation Plan

updated 7/20/18

Development of a new house, hotel, or commercial space generates the need for employees. The construction workforce builds the space, the commercial workforce or residential service workforce works in the space, and first responders are needed to protect the space. Only about 27% of the employees generated by development can afford housing in the community, but the community's "community first" character goal is that 65% of employees live locally. To bridge this affordability gap, each development is required to include affordable workforce housing proportional to the employees it generates. These housing mitigation requirements are established in Division 6.3 of the Land Development Regulations. The following worksheet is intended to assist in the calculation of the housing required for a project, but does not amend the actual standards.

Step 1: Location

Town of Jackson

The applicable regulations vary by jurisdiction please identify the location of your project.

Step 2: Existing Development

Housing is only required for new development. Please describe the existing use of the site so that it can be credited from the housing requirement. Enter each existing use in its own row, add rows if needed. If a building has multiple units with the same use, describe each unit in its own row, do not add the size of all units that have the same use. (For example: if a duplex is composed of a 2,300 sf attached unit and a 1,700 sf attached unit put each unit in its own row do not put in 4,000 sf of attached single-family.) If a single unit type (e.g. apartment floor plan, or commercial tenant space) is replicated multiple times use the "Use Quantity" column to avoid adding multiple rows. See Section 6.3.2 of the LDRs for specifics on the applicability of the affordable workforce housing standards and Section 6.3.3 for specifics on calculation of the requirement.

Existing Use	Housing Requirement (Sec. 6.3.3.A)	Use Size: bedrooms	Use Size: habitable sf	Use Quantity	Housing Required
Office	0.000493*sf		7930	1	3.913
Light Industry	0.000246*sf		6160	1	1.514
Retail	0.000431*sf		1455	1	0.627
Outfitter/Tour Operator	0.002189*sf - independent calculation		2539	1	5.558
					?

Total Existing Credit 11.611

Step 3: Proposed Development

Please describe the proposed use of the site to determine if affordable workforce housing is required as part of the development. Describe the end result of the proposed development not the net. (For example: in the case of an addition do not enter the square footage of the addition, enter the size of the unit upon completion of the addition.)

Proposed Use	Housing Requirement (Sec. 6.3.3.A)	Use Size: bedrooms	Use Size: habitable sf	Use Quantity	Housing Required
Workforce Housing Bonus Unit	exempt	3	2,989	1	0.000
Workforce Housing Bonus Unit	exempt	3	2,989	1	0.000
Workforce Housing Bonus Unit	exempt	3	3,084	1	0.000
Workforce Housing Bonus Unit	exempt	3	3,084	1	0.000
Short-Term Rental Unit	0.204*bedrooms	3	3,070	1	0.613
Short-Term Rental Unit	0.204*bedrooms	3	3,210	1	0.613
Short-Term Rental Unit	0.204*bedrooms	3	3,070	1	0.613
Short-Term Rental Unit	0.204*bedrooms	3	3,210	1	0.613
Short-Term Rental Unit	0.204*bedrooms	3	3,070	1	0.613
Short-Term Rental Unit	0.204*bedrooms	3	3,210	1	0.613
Short-Term Rental Unit	0.204*bedrooms	3	3,070	1	0.613
Short-Term Rental Unit	0.204*bedrooms	3	3,447	1	0.613
Workforce Housing Bonus Unit	exempt	3	3,116	1	0.000
Short-Term Rental Unit	0.204*bedrooms	3	3,298	1	0.613
Short-Term Rental Unit	0.204*bedrooms	3	3,298	1	0.613
Short-Term Rental Unit	0.204*bedrooms	3	3,298	1	0.613
Short-Term Rental Unit	0.204*bedrooms	3	3,298	1	0.613
Workforce Housing Unit	exempt	3	2,937	1	0.000
Workforce Housing Unit	exempt	2	2,088	1	0.000
Workforce Housing Unit	exempt	2	2,088	1	0.000
Workforce Housing Bonus Unit	exempt	3	3,447	1	0.000
Short-Term Rental Unit	0.204*bedrooms	3	3,051	1	0.613
Short-Term Rental Unit	0.204*bedrooms	3	3,051	1	0.613
Short-Term Rental Unit	0.204*bedrooms	4	3,946	1	0.817
Short-Term Rental Unit	0.204*bedrooms	4	4,189	1	0.817
Short-Term Rental Unit	0.204*bedrooms	3	3,017	1	0.613
Short-Term Rental Unit	0.204*bedrooms	3	3,017	1	0.613
Workforce Housing Unit	exempt	3	2,484	1	0.000
Workforce Housing Unit	exempt	3	2,053	1	0.000

Total 11.440

Affordable Workforce Housing Required: -0.170 units

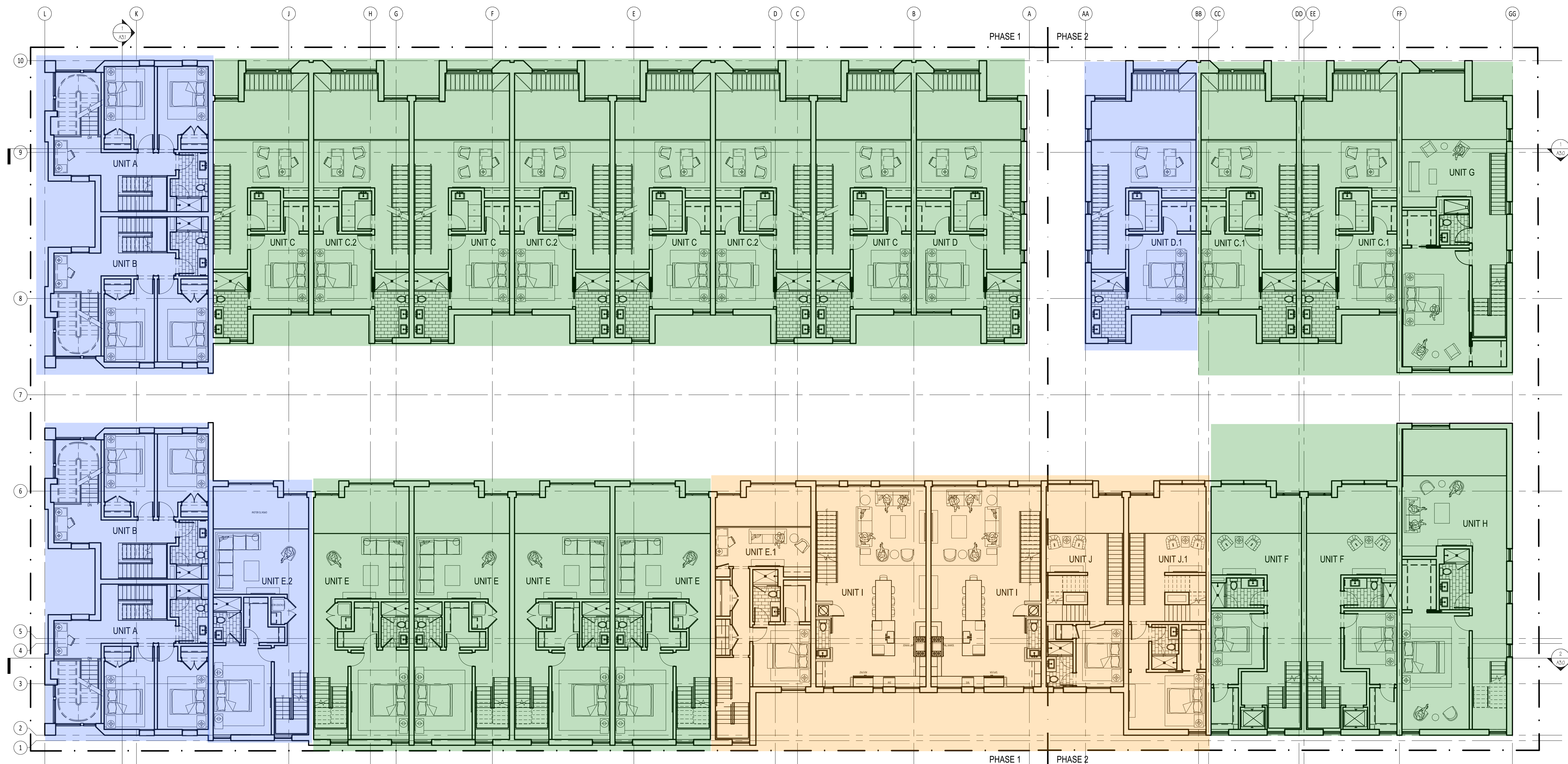
Fee-in-Lieu Amount: \$ -

SHORT-TERM RENTAL UNIT
WORKFORCE HOUSING BONUS OWNERSHIP UNIT
WORKFORCE HOUSING OWNERSHIP UNIT

CHICAGO | JACKSON HOLE | SAN FRANCISCO | PHILADELPHIA

1512 N. Throop Street Chicago, Illinois 60642
T 312-440-9850 F 312-440-9851 www.nwks.com

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Any discrepancies shall be reported immediately to the
Architect before proceeding. Only figured dimensions should
be used. Contractors and fabricators to verify all dimensions
on site prior to beginning Work.



NOT FOR CONSTRUCTION / FOR COORDINATION ONLY

[illegible]

PROFESSIONAL SEAL

PROJECT
GLENWOOD GILL
165 AND 185 GLENWOOD ST.
JACKSON, WY 83001

1928	Project No.
KL/RB/JB/EY	Drawn By
EAD	Checked By
Discipline	Drawing No.

A	1.12
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Drawing Name	

CONSTRUCTION PLAN -
SECOND FLOOR

165-185 Glenwood
Unit Information

Unit	Phase	Unit Type	Bedrooms	Basement	First Floor	Second Floor	Third Floor	Total Habitable SF	Above Grade FAR
A1- Glenwood	Phase 1	Workforce Housing Bonus Unit	3 Br	403	929	910	747	2,989	2,586
A2- Alley	Phase 1	Workforce Housing Bonus Unit	3 Br	403	929	910	747	2,989	2,586
B1- Glenwood	Phase 1	Workforce Housing Bonus Unit	3 Br	459	935	937	753	3,084	2,625
B2- Alley	Phase 1	Workforce Housing Bonus Unit	3 Br	459	935	937	753	3,084	2,625
C- Glenwood Balcony	Phase 1	Short-Term Rental Unit	3 Br	390	1,006	792	882	3,070	2,680
C.2- Glenwood	Phase 1	Short-Term Rental Unit	3 Br	390	1,006	792	1,022	3,210	2,820
C- Glenwood Balcony	Phase 1	Short-Term Rental Unit	3 Br	390	1,006	792	882	3,070	2,680
C.2- Glenwood	Phase 1	Short-Term Rental Unit	3 Br	390	1,006	792	1,022	3,210	2,820
C- Glenwood Balcony	Phase 1	Short-Term Rental Unit	3 Br	390	1,006	792	882	3,070	2,680
C.2- Glenwood	Phase 1	Short-Term Rental Unit	3 Br	390	1,006	792	1,022	3,210	2,820
C- Glenwood Balcony	Phase 1	Short-Term Rental Unit	3 Br	390	1,006	792	882	3,070	2,680
D- Glenwood	Phase 1	Short-Term Rental Unit	3 Br	429	1,131	892	995	3,447	3,018
E.2- Alley Far North	Phase 1	Workforce Housing Bonus Unit	3 Br	287	942	868	1,019	3,116	2,829
E- Alley Middle	Phase 1	Short-Term Rental Unit	3 Br	371	1,003	883	1,041	3,298	2,927
E- Alley Middle	Phase 1	Short-Term Rental Unit	3 Br	371	1,003	883	1,041	3,298	2,927
E- Alley Middle	Phase 1	Short-Term Rental Unit	3 Br	371	1,003	883	1,041	3,298	2,927
E- Alley Middle	Phase 1	Short-Term Rental Unit	3 Br	371	1,003	883	1,041	3,298	2,927
E.1- Alley Far South	Phase 1	Workforce Housing Unit	3 Br	371	899	752	915	2,937	2,566
I- Alley	Phase 1	Workforce Housing Unit	2 Br	-	158	965	965	2,088	2,088
I- Alley	Phase 1	Workforce Housing Unit	2 Br	-	158	965	965	2,088	2,088
D.1- Glenwood	Phase 2	Workforce Housing Bonus Unit	3 Br	429	1,131	892	995	3,447	3,018
C.1- Glenwood	Phase 2	Short-Term Rental Unit	3 Br	390	1,006	773	882	3,051	2,661
C.1- Glenwood	Phase 2	Short-Term Rental Unit	3 Br	390	1,006	773	882	3,051	2,661
G1- Glenwood Den	Phase 2	Short-Term Rental Unit	4 Br	505	1,342	1,104	995	3,946	3,441
H1- Alley Den	Phase 2	Short-Term Rental Unit	4 Br	437	1,402	1,211	1,139	4,189	3,752
F- Alley	Phase 2	Short-Term Rental Unit	3 Br	321	949	797	950	3,017	2,696
F- Alley	Phase 2	Short-Term Rental Unit	3 Br	321	949	797	950	3,017	2,696
J.1- Alley	Phase 2	Workforce Housing Unit	3 Br	146	819	695	824	2,484	2,338
J- Alley	Phase 2	Workforce Housing Unit	3 Br	146	675	552	680	2,053	1,907
				10,110	27,349	24,806	26,914	89,179	79,069

	Phase 1 Only (185 Glenwood)	Phase 2 Only (165 Glenwood)	Phase 1 & Phase 2 Combined
Site Acreage	0.64	0.32	0.96
Site Square Footage	27,878	13,939	41,818
Base FAR	1.30	1.30	1.30
Base Square Footage Allowed	36,242	18,121	54,363
Market Residential- Base	-	-	-
Market- Short Term Rental- Base	33,906	17,907	51,813
Common Area- Base	658	50	708
Total Base Square Footage	34,564	17,957	52,521
Base FAR	1.240	1.288	1.256
Market Residential- 2:1 Bonus	13,251	3,018	16,269
Workforce Residential- 2:1 Voluntary	6,742	4,245	10,987
Total 2:1 Square Footage	19,993	7,263	27,256
2:1 Ratio	1.965	0.711	1.481

*No affordable housing required per Housing Mitigation Plan

Project Program- 165 & 185 Glenwood

	Basement	First Floor	Second Floor	Third Floor	Total Habitable SF	Total Above Grade Floor Area
Common Area	-	708	-	-	-	708
Affordable Housing Unit	-	-	-	-	-	-
Workforce Housing Unit	663	2,709	3,929	4,349	11,650	10,987
Workforce Housing Bonus Unit	2,440	5,801	5,454	5,014	18,709	16,269
Attached Single-Family Unit (Unrestricted)	-	-	-	-	-	-
Short-Term Rental Unit	7,007	18,839	15,423	17,551	58,820	51,813
Total Floor Area	10,110	28,057	24,806	26,914	89,179	79,777
Site Size (Acres)	0.96					
Site Size (SF)	41,818					
Floor Area- Above Grade	79,777					
Floor Area Ratio	1.91					
Downtown Core (DC) Maximum FAR	1.30					
Adjusted Floor Area (remove Workforce Housing & Workforce Housing Bonus Units)	52,521					
Adjusted FAR	1.256					

Project Program- Phase 1 (185 Glenwood)

	Basement	First Floor	Second Floor	Third Floor	Total Habitable SF	Total Above Grade Floor Area
Common Area	-	658	-	-	-	658
Affordable Housing Unit	-	-	-	-	-	-
Workforce Housing Unit	371	1,215	2,682	2,845	7,113	6,742
Workforce Housing Bonus Unit	2,011	4,670	4,562	4,019	15,262	13,251
Attached Single-Family Unit (Unrestricted)	-	-	-	-	-	-
Short-Term Rental Unit	4,643	12,185	9,968	11,753	38,549	33,906
Total Floor Area	7,025	18,728	17,212	18,617	60,924	54,557
Site Size (Acres)	0.64					
Site Size (SF)	27,878					
Floor Area- Above Grade	54,557					
Floor Area Ratio	1.96					
Downtown Core (DC) Maximum FAR	1.30					
Adjusted Floor Area (remove Workforce Housing & Workforce Housing Bonus Units)	34,564					
Adjusted FAR	1.240					

Project Program- Phase 2 (165 Glenwood)

	Basement	First Floor	Second Floor	Third Floor	Total Habitable SF	Total Above Grade Floor Area
Common Area	-	50	-	-	-	50
Affordable Housing Unit	-	-	-	-	-	-
Workforce Housing Unit	292	1,494	1,247	1,504	4,537	4,245
Workforce Housing Bonus Unit	429	1,131	892	995	3,447	3,018
Attached Single-Family Unit (Unrestricted)	-	-	-	-	-	-
Short-Term Rental Unit	2,364	6,654	5,455	5,798	20,271	17,907
Total Floor Area	3,085	9,329	7,594	8,297	28,255	25,220
Site Size (Acres)	0.32					
Site Size (SF)	13,939					
Floor Area- Above Grade	25,220					
Floor Area Ratio	1.81					
Downtown Core (DC) Maximum FAR	1.30					
Adjusted Floor Area (remove Workforce Housing & Workforce Housing Bonus Units)	17,957					
Adjusted FAR	1.288					

October 30, 2019

Paul Anthony
Principal Planner
Town of Jackson
150 E Pearl Avenue
Jackson, WY 83001

RE: Short-Term & Long-Term Rental Units

Dear Mr. Anthony,

The Sketch Plan & Administrative Adjustment approval letter included a request that as part of the Development Plan Application we clarify how we plan to ensure that long-term residential units are not used for short-term rental use. The project includes 18-short-term rental units, 5-workforce housing ownership units and 6-workforce housing ownership bonus units. In order to ensure that units that are not designated for short-term rental are not rented on a short-term basis we have/will take several steps including:

- Clearly identifying how units are classified within this Development Plan submittal
- Ensuring that potential purchasers are aware of Town regulations regarding short-term rentals
- Making sure that the homeowner's association and management company is aware of the short-term rental regulations and the unit classifications within this development
- Working with the town on any other reasonable measures throughout the development process

Should you have further questions or need further clarification we would be more than happy to discuss this topic.

Sincerely,

A handwritten signature in black ink, appearing to read 'NO', with a stylized flourish at the end.

Nick Orthmann
Project Manager
Bear Development, LLC

October 25, 2019

Stacy Stoker
Housing Manager
Jackson/Teton County Affordable Housing Department
320 S. King Street
Jackson, WY 83001

RE: 165-185 North Glenwood Street Livability Standards Questionnaire

Dear Ms. Stoker,

We are in receipt of the Livability Standards Questionnaire required by the Housing Department for the five Workforce Ownership units included in the project. At the time of this Development Plan application to the Town, we do not have enough information to complete the questionnaire. However, our design team has reviewed the Livability Standards and are planning accordingly. The questionnaires will be completed and sent to you for review prior to finalizing our building plans. If you have any questions, please feel free to reach out at any time.

Sincerely,

A handwritten signature in black ink, appearing to read 'NO', with a stylized flourish at the end.

Nick Orthmann
Project Manager
Bear Development, LLC

Glenwood Gill Condominiums
Sketch Plan Review Responses

Number	Department	Comment	Response
1	Engineering	<i>The proposed relocation of the curb shall not impact the existing use of the east side parking spaces.</i>	Parking space modification (angle change from 60 to 50 degrees and resulting roadway dimensions is addressed on C2.1
2	Engineering	<i>The proposed relocation of the curb shall not impact the alignment of travel lanes through the intersection of Glenwood and Mercill.</i>	Glenwood Street centerline alignment returns to existing at the north end of angled parking. Centerline is unchanged at Glenwood-Gill intersection
3	Engineering	<i>This approval is for C2.1 Option 1 with no curb extensions or bulb outs. Corner design for the curb will need to be coordinate to provide drainage, meet the design standards of the Community Streets Plan.</i>	'Bulb out option removed', existing drain moved out of crosswalk
4	Engineering	<i>SHEET C2.1 Option 3: Proposed southeast corner bulb out will not be allowed and if chosen, design would need to go back and rework the curb from the end of the existing curb extension.</i>	'bulb out' removed from design
5	Engineering	<i>Stormwater inlet at corner shall be relocated to accommodate drainage and not interfere with the pedestrian ramps.</i>	Storm drain moved south, out of crosswalk
6	Engineering	<i>The proposed curb shift does not appear to impact the traffic and parking on the east side of the road and shifts use of the right of way from a large travel lane to the buffer zone.</i>	See analysis on C2.1
7	Engineering	<i>The proposed 4-foot buffer zone on West Gill Avenue likely will not accommodate trees in pavers. On other projects the council has requested that a landscaped buffer be considered, and this may be a more appropriate streetscape on this street and may provide some relief of all the hard surfaces.</i>	Gill buffer changed to landscaped
8	Engineering	<i>Sheet C2.0 and C2.1: When considering the bulb out options, radii and bus/truck turning paths should be shown to check with the 2015 Community Streets plan.</i>	'bulb out' removed from design
9	Engineering	<i>Sheet C2.0 and C2.1: It is not clear if there is a proposed shift in the existing centerline of Glenwood. Existing and proposed centerlines from north to south through the intersection should be shown and any changes dimensioned.</i>	See existing and proposed street dimensions on C2.1
10	Engineering	<i>Sheet C2.1: Currently redevelopment of the curb and sidewalks at this intersection are not contemplated in the Town's CIP.</i>	All curb changes not directly associated with this project removed. Project plans to construct proposed relocated curb on west side of Glenwood adjacent to project
11	Engineering	<i>Sheet C2.1: Measurements from aerial images indicate that the angle parking along the east side of North Glenwood are 60-degree parking spaces and not the 45-degree spaces shown. Clarify if the design is intended to change the angle of parking on the east side of the road, and if so, indicate how many parking spaces will be lost.</i>	Spaces to be adjusted to 55-degree angle, no spots will be lost. See turning analysis on C2.1

**Glenwood Gill Condominiums
Sketch Plan Review Responses**

12	Engineering	<i>Clarify if duplicate documents are included in the application, it appears that the digital forms has multiple copies. A single set of documents should be provided to facilitate reviews and prevent conflicting designs or review omissions. It will also make the application smaller.</i>	Duplicates not included
13	Planning	<i>Paving the alley will require coordination with drainage on adjacent properties and at the sidewalk. Additional, stormwater infrastructure may be required to facilitate the drainage across the sidewalk. The parking garage for the White Buffalo club has had issues flooding but also has such a low clearance they do not have room for curbs. Grades out to the sidewalk are very flat as well. Coordination with the White Buffalo Club will be essential to a successful alley grading project</i>	Adjacent properties were surveyed. Proposed grades of alley where it connects to adjacent parking are unchanged.
14	Engineering	<i>Grades of adjacent properties, especially along the alley and at Gill Ave., shall be surveyed and shown with elevations on the plans.</i>	Adjacent properties were surveyed. Proposed grades of alley where it connects to adjacent parking are unchanged.
15	Engineering	<i>A construction-staging plan and narrative shall be submitted for review. Discussion of proposed shoring for the excavation should be included. Soil nails encroaching into the Town's right-of-way will require an encroachment agreement and may be subject to a soil nail removal fee.</i>	Construction staging plan to be provided by Contractor, See attached.
16	Engineering	<i>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.</i>	An existing 4" diameter service is installed on the Glenwood water line. The project will require this for domestic water and an additional 8" connection for fire. Existing tap may be used or abandoned in favor of single, 8" tap. Final arrangement to be coordinated with TOJ public works. See detail on C3.2.
17	Engineering	<i>A water system analysis indicating the required fire flow demands and the impacts to the Town's existing system shall be required.</i>	Domestic and fire water demands and effects of fire flow on TOJ water system provided in Engineers' report
18	Engineering	<i>A preliminary irrigation system design (if applicable) with backflow system plan shall be provided on the plans consistent with the LDR's.</i>	Irrigation system design by Landscape architect. See Detail on C3.2 for irrigation connection to water system.
19	Engineering	<i>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.</i>	Sanitary sewer connection shown on C2.0. Interior sewer line routing by MEP. Sewer flowrates provided in engineer's report.
20	Engineering	<i>Information concerning the additional wastewater flows to be delivered to the Town's system shall be required. In addition, this information shall include a review of downstream impacts created from the additional flows being delivered.</i>	Sewer flowrates provided in engineer's report.

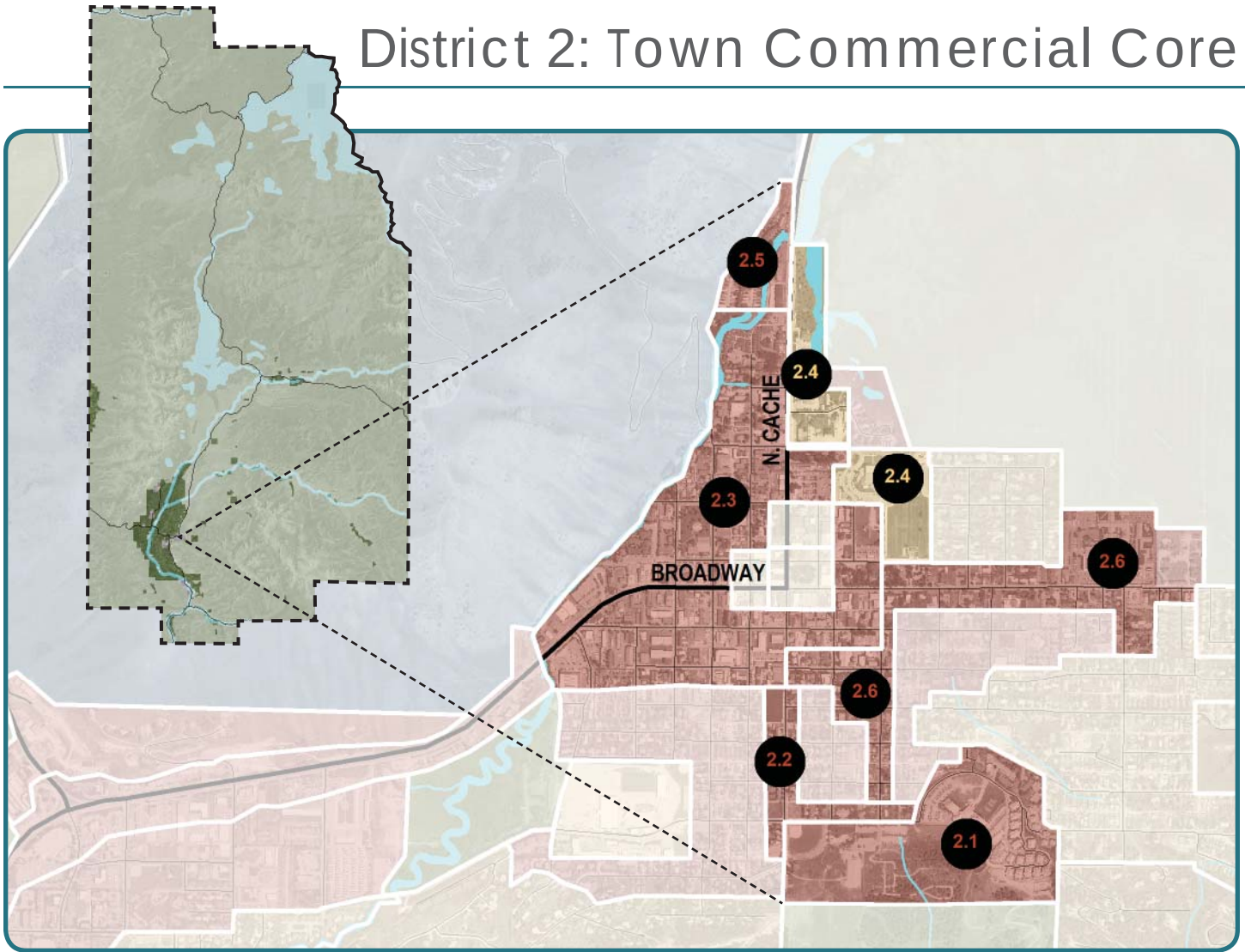
**Glenwood Gill Condominiums
Sketch Plan Review Responses**

21	Engineering	<i>A preliminary stormwater management plan for the site shall be provided on the plans consistent with the LDR's.</i>	Connection to TOJ stormwater system provided on C2.0. Internal routing to be provided by MEP. Discharge strategy consistent with LDR's provided in Engineer's report.
22	Engineering	<i>A complete grading and erosion control plan shall be provided on the plans consistent with the LDR's.</i>	A complete grading and erosion control plan consistent with LDRs will be provided as part of the building permit package
23	Engineering	<i>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.</i>	Contours and notes indicating connection to adjacent development provided. Spot elevation and detailed grades will be provided as part of the building permit package.
24	Engineering	<i>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.</i>	Changes to surface street geometry beyond those detail on sheet C2.1 are not part of this project. Dimensioned basement parking garage plan with turning movements will be provided as part of the building permit package.
25	Engineering	<i>A pedestrian corridor plan within the right of way shall be provided for review. This shall include all dimensions and elevations in relation to existing curb and future development together with ADA compliance. Show all running and cross slopes as well as grade breaks. The buffer/landscaping strip is not to accommodate grade changes across the property and should provide grades that are traversable and do not interfere with snow plowing.</i>	ADA compliant Glenwood Street sidewalk, Gill Avenue Sidewalk, intersection ramps and connection to existing sidewalk adjacent to project provided on C2.0. Spot elevation will be provided as part of the building permit package.
26	Engineering	<i>Show Radius dimensions on all proposed curb returns within the right-of-way.</i>	Curb radius consistent with community streets plan provided on C2.0
27	Engineering	<i>If awnings or canopies are proposed within the right-of-way, dimensional and drainage information shall be included on the plans. Encroachment Agreements are required for portions of the structure that encroach into the right-of-way.</i>	No awnings or canopies encroach into the right-of-way
28	Engineering	<i>All work to be completed within the Town's right-of-way shall be specifically addressed.</i>	No portions of structure encroach into the right-of-way
29	Engineering	<i>All onsite power and cable utilities shall be shown as underground and location(s) of transformers and other communication pedestals indicated</i>	Points of connection addressed on C2.0. No new overhead lines proposed, 1 span and several services of existing overhead utilities will be buried.
30	Engineering	<i>Snow storage areas for the site shall be indicated on the plans. A large area is proposed for snow melt. In the current economy and energy market this is a solution. However, other large scale snow melt systems have been installed within the Town and for various reasons, repair, cost of operations, etc. they are no longer used. Include discussion for alternatives to the snow melt in the event it no longer functions or is economically feasible.</i>	Areas useable for snow storage provided on C2.0

**Glenwood Gill Condominiums
Sketch Plan Review Responses**

31	Engineering	<i>Include the Town's standard list of building permit conditions on the plans. Contact Engineering for more information.</i>	Provided on C1.0
32	Fire Marshal	<i>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.</i>	The project will comply with the requirements of the current applicable codes as noted. All comments shall be included and accounted for in the permit drawings to be issued.
33	Joint Housing Dept.	<i>The applicant is proposing 5 Workforce housing units. These units must be in compliance with the Livability Standards in the Housing Rules and Regulations. The Livability Standards Questionnaire shall be completed by the applicant and submitted to the Housing Department. The questionnaire can be obtained from the Housing Department. The Housing Department will review to ensure the units comply. A copy of the Livability Standards are available from the Housing Department and can be found on the Housing Department website</i>	All workforce housing standards will comply with the Livable Standards in the Housing Rules and Regulations. The questionnaire will be completed and submitted for review outlining compliance.
34	Parks & Rec	<i>Landscape plan and tree proposals look good. Plans reference 'pavers with trees in grates (per TOJ standards)'. Would request that the tree boxes and grates are consistent with the ones on North Cache St. We need to establish consistent design and implementation of boxes and grates throughout the town. The design of these boxes hold up better in the winter and require less long term maintenance. I have not seen specifications on these boxes from the Town but in discussions with Public Works and Staff the ones on North Cache streetscape are the preferred design.</i>	See updated plan submitted in the DPR submission for review.
35	Planning	<i>Street lights should be considered for the project. The White Buffalo Club has lights mixed in with their street trees. Other exterior lighting on the structure may be acceptable as well.</i>	See civil and landscape plans.

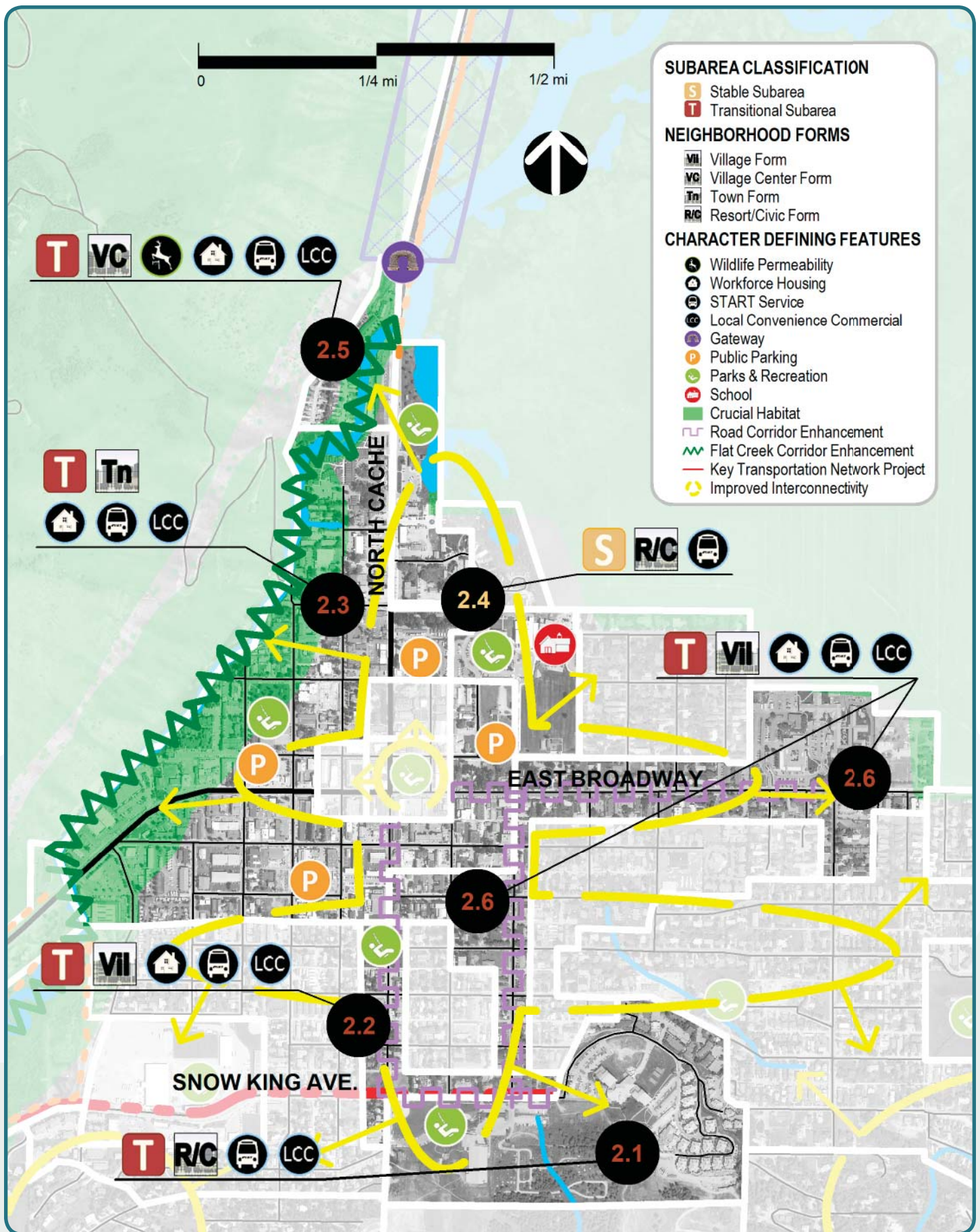
District 2: Town Commercial Core



Complete Neighborhood + Rural Area Chart

DEFINITION		EXST.	FUTURE	
COMPLETE NEIGHBORHOOD	Defined Character/High Quality Design			2-3 stories, vibrant pedestrian mixed use, street wall
	Public Utilities			Water, sewer, storm sewer
	Quality Public Space			Miller Park, Phil Baux Park, Snow King, Center for the Arts
	Variety of Housing Types			Duplex, condominiums, apartments, multifamily
	Walkable Schools, Commercial + Recreation			Post Office, START, Limited convenience commercial, school, parks, pathways
	Connection by Complete Streets			Alternative transportation a priority
RURAL	Viable Wildlife Habitat + Connectivity			Flat Creek enhancements
	Natural Scenic Vistas			
	Agricultural + Undeveloped Open Space			
	Abundance of Landscape over Built Form			
	Limited, Detached, Single family Res. Development			
	Minimal Nonresidential Development			

Legend: Generally Present; Partially Present; Generally absent



Existing + Future Desired Characteristics

The Town Commercial Core is the economic hub of Teton County. The district contains a significant amount of the community's commercial uses, employment opportunities and lodging capacity. The future goal is to create a vibrant pedestrian-oriented mixed use district with a variety of non-residential and residential uses. A key component of achieving this goal will be to have visitors and residents visit the area more often and stay longer by increasing the availability of lodging and residential units and creating a vibrant Retail Shopping District.

Our community will strive to find creative solutions to develop the district into a year-round economic hub, by maintaining high lodging occupancy and sales tax collections during the shoulder seasons (April-May and October-November). Finding the correct balance of non-residential, non-profit and residential uses will be key to ensuring that the district remains economically and socially viable. In addition, it will be important to provide opportunities for local entrepreneurs and businesses that choose to locate in the community for our lifestyle.

The district is anchored by two primary economic and community centers, each with their own unique identity and role - Snow King Resort (Subarea 2.1) and Downtown (Subarea 2.3). A key goal of the district will be to better connect these subareas in order for each to benefit from the other's vitality, complementary uses, and activities while supporting the overall success of the district as the center for our tourist based economy.

Historically, buildings have been one, two or three stories, oriented both to the street and to large parking areas provided onsite. New buildings should be pulled to the street, creating an attractive street wall with parking located predominantly underground or out of sight. In the future the district should be defined by strategically located public parking lots and on street parking. This will create a welcoming pedestrian experience where visitors and residents park once and enjoy a variety of uses and community events on foot. Flat Creek is the significant natural feature of this district. Future enhancements and redevelopment should seek to incorporate Flat Creek as a recreational and ecological amenity for the entire community. An important goal of the district will also be the enhancement of the northern gateway into Town at the Flat Creek bridge consistent with Policy 4.4.b.

The existing gridded network of streets and alleys create connectivity and redundancy for both pedestrians and the automobile and should be maintained. Future improvements to the district's streetscape to create inviting public spaces and accommodate a wide array of complete street amenities will be essential to achieving a vibrant mixed use district. Public reinvestment in this district will be encouraged in order to create great public spaces and amenities for residents and visitors alike.



Policy Objectives

<i>Common Value 1: Ecosystem Stewardship</i>	N/A
<i>Common Value 2: Growth Management</i>	4.1.b: Emphasize a variety of housing types, including deed-restricted housing 4.1.d: Maintain Jackson as the economic center of the region 4.2.c: Create vibrant walkable mixed use subareas 4.2.d: Create a Downtown Retail Shopping District 4.2.f: Maintain lodging as a key component in the downtown 4.4.b: Enhance Jackson gateways 4.4.d: Enhance natural features in the built environment
<i>Common Value 3: Quality of Life</i>	5.2.d: Encourage deed-restricted rental units 6.2.b: Support businesses located in the community because of our lifestyle 6.2.c: Encourage local entrepreneurial opportunities 6.3.a: Ensure year-round economic viability 7.1.c: Increase the capacity for use of alternative transportation modes



Character Defining Features

2.1: Snow King Resort

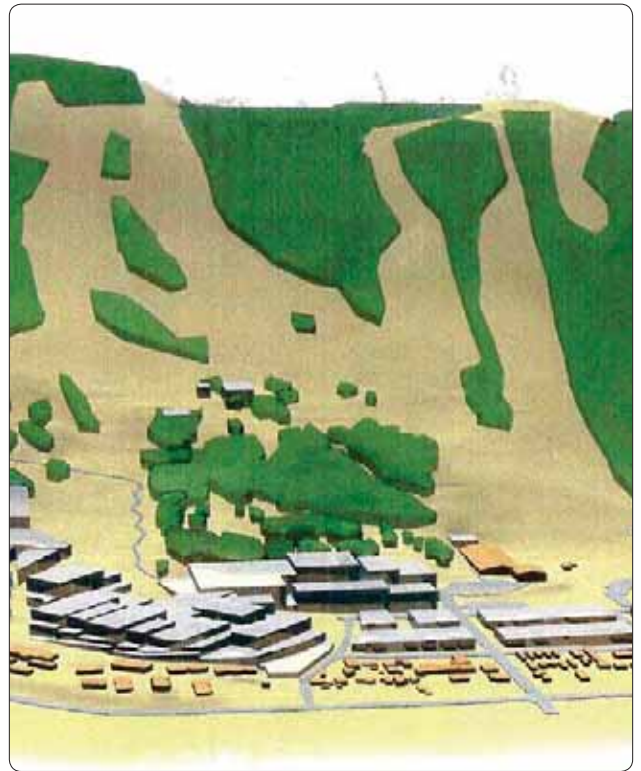


*Resort/ Civic
Form*

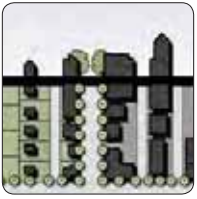
This TRANSITIONAL Subarea is currently subject to the Snow King Resort Master Plan. The plan seeks to create a vibrant mixed use resort complex, including a multi-faceted conference/convention center and community facility that contributes to the economy of Downtown and also serves as a permeable border between the Town and Snow King Mountain. The resort has long been an integral part of the community, playing the role of the “Town Hill”, providing a host of winter and summer recreational amenities.

In the future, the subarea will complement Downtown (Subarea 2.3) lodging and tourist amenities. Lodging will be provided in a variety of types and forms from hotel rooms to condominiums, in order to support the local tourism-based economy. The size and scale of structures will often be larger than those typically allowed in other subareas of Town, as resorts typically require a larger critical mass necessary to support visitor functions. Though buildings will tend to be larger than in other districts, the subarea will maintain an abundance of open space in relation to the built environment as a key to a successful resort experience.

Consistent with the master plan, Snow King Avenue will be developed into a mixed use corridor that includes a variety of commercial uses while still serving as a major transportation corridor in the community. Along with this it will be important to create a more visible and attractive base area along Snow King Avenue to attract residents and visitors to the many amenities and recreational opportunities found there.



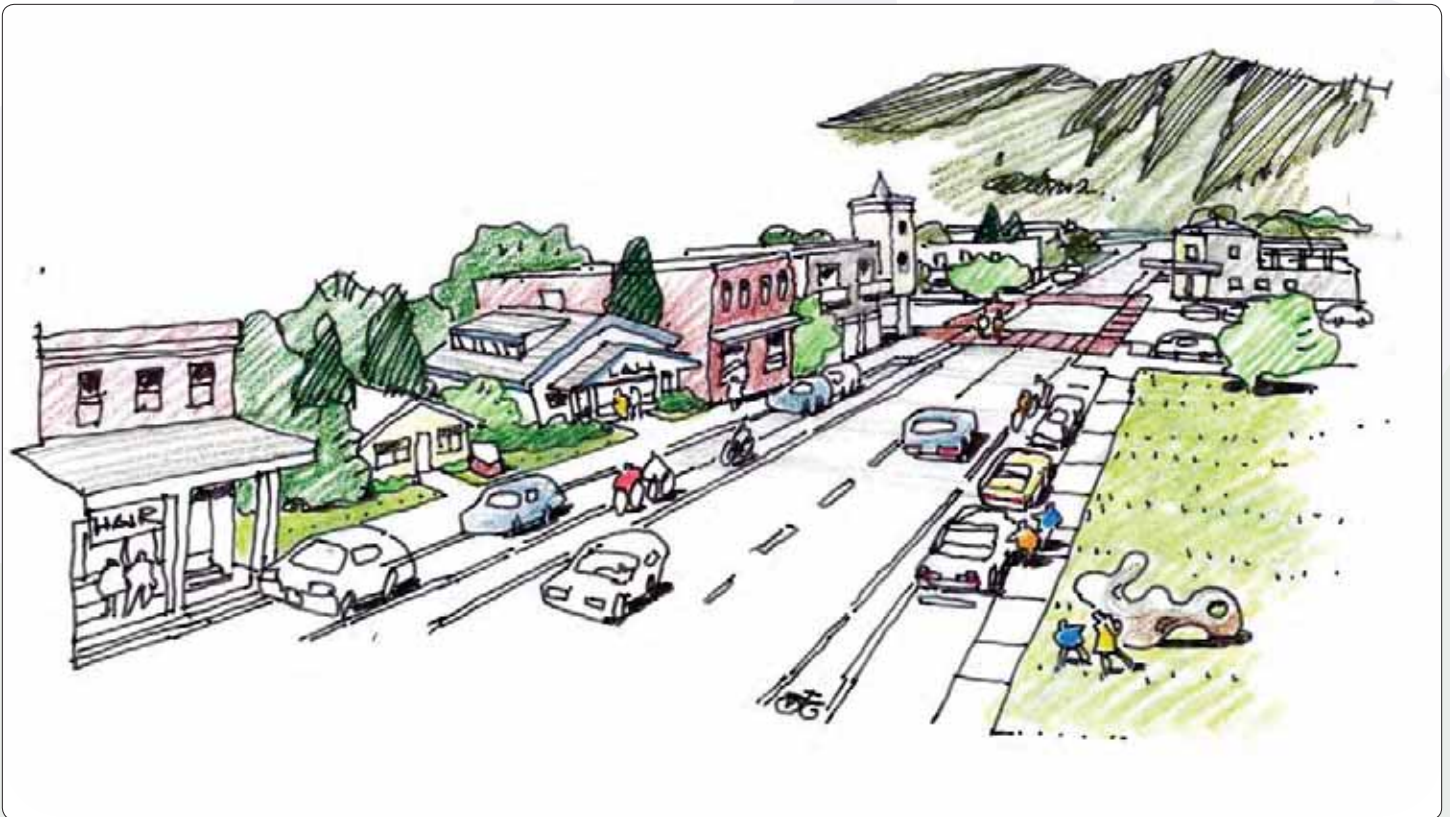
2.2: Snow King and South Cache Corridors



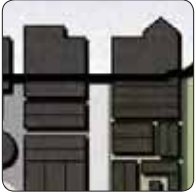
Village Form

This TRANSITIONAL Subarea is envisioned as a pedestrian-oriented mixed use corridor comprised of mixed use and/or multifamily residential structures. The goal of the corridor will be to provide an attractive pedestrian link between Snow King Resort (Subarea 2.1) and Downtown (Subarea 2.3). The corridor is anchored by the Center for the Arts, the community hub for cultural events and activities and other public spaces, including the Center for the Arts Park, Phil Baux Park and the Snow King base area.

The goal of this subarea will be to provide an attractive pedestrian link between Downtown, Snow King and the many under-utilized public spaces in the area. In order to achieve this, ground-level uses should add vitality and street life that support the Center for the Arts and attract residents and visitors to the subarea. Upper floors should provide residential uses, designed to promote workforce housing. Buildings should be two stories in height and front the street. Particular care and attention will be necessary to ensure a successful integration between this mixed use subarea and the adjacent Core Residential (Subarea 3.2). Particular attention will need to be given to the location of buildings, parking, types of uses, and intensity of uses to ensure a successful transition.



2.3: Downtown



Town Form

This large, mixed use, TRANSITIONAL Subarea currently consists of a variety of retail, restaurant, office and other commercial activities, along with long-term residences and lodging in a variety of building sizes and forms. Downtown is the center of civic, cultural, economic and social activity for our

community as well as the center of the visitor experience, as a significant amount of lodging is located here. The existing character and built form is varied and inconsistent.

The goal of this subarea is to create a vibrant mixed use area by accommodating a variety of uses and amenities. The subarea will be the starting point for the development of a refined Lodging Overlay boundary and future discussion of the type and size of lodging desired. A key challenge will be to provide a balance between lodging and long-term residential housing. Future structures will be predominantly mixed use, while multifamily structures will be allowed if it properly addresses the street. Commercial uses that create an active and engaging pedestrian experience will be predominantly located on the first and second floors of buildings. Examples of these uses include restaurants, bars, a variety of retail shops and commercial amusement. Furthermore, as portions of the subarea will be located within a future Downtown Retail Shopping District, uses such as office, residential and lodging will be predominantly located on upper floors.

A goal of this subarea will be to create a consistent building size and form. In the future, a variety of two to three story buildings are desired. Buildings should be located to create an attractive street wall and take advantage of good urban design principles including massing, articulation and the provision of public space. The pedestrian realm will be of great importance in this mixed use subarea, and emphasis should be placed on adding improvements focusing on the pedestrian experience. Parking should continue to be provided predominately in public lots and on street to create a vibrant, walkable area that is oriented to the pedestrian. On-site parking should be predominantly underground or screened from view. Future redevelopment should enhance the Flat Creek corridor for recreational and ecological purposes. Buildings should front onto the creek to provide opportunities for interaction and enjoyment of this community resource.



2.4: Public/Civic Campus

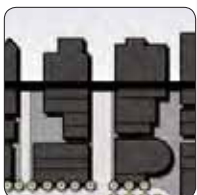


*Resort/ Civic
Form*

This STABLE Subarea is defined by institutional facilities such as the Davey Jackson Elementary School, the Teton County/Jackson Recreation Center, and the various State and Federal Agencies along North Cache Street. This area will continue to provide these essential public services in a central location consistent with the sustainability and community service policies of the Plan. In the event that lands within this subarea are conveyed into private ownership, any development of non-public uses could require this subarea to be amended.

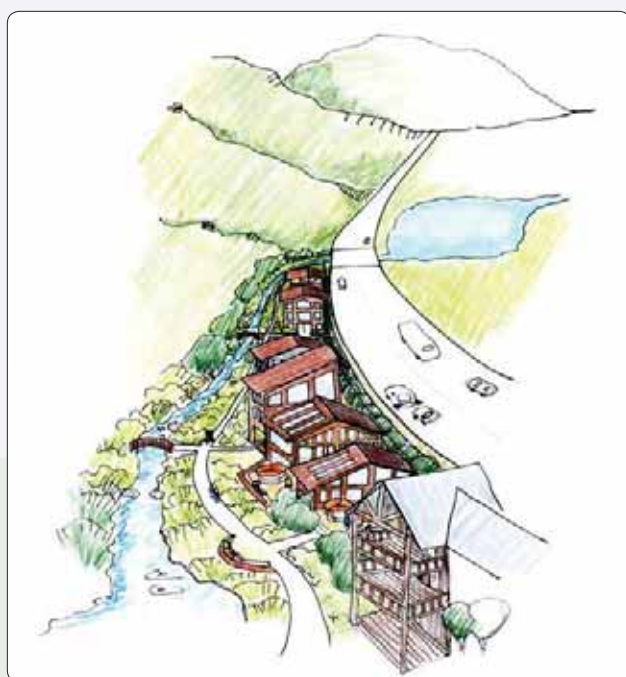


2.5: North Cache Gateway

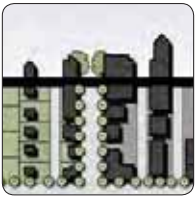


*Village Center
Form*

This mixed use, TRANSITIONAL Subarea will be characterized as a key gateway into the Town from the National Parks and the airport to the north. Flat Creek enhancement is of great importance here, and redevelopment should seek to promote Flat Creek as a recreational and ecological amenity. The existing mix of non-residential and residential uses, including workforce housing, are appropriate. The redevelopment of these uses should take the form of two and three story buildings that address North Cache Street and the Flat Creek corridor, with an emphasis on providing workforce housing. Future structures will be predominantly mixed use, while multifamily will be allowed if it properly addresses the street. Building designs should incorporate techniques to mitigate height such as stepping back upper floors from the streetscape.



2.6: Mixed Use Office and Residential



Village Form

This TRANSITIONAL Subarea is envisioned to be a pedestrian-oriented mixed use area comprised of mixed use office or multifamily residential structures. The subarea currently contains a variety of single family residential, multifamily residential, office and institutional uses such as St. John's Hospital, the National Elk

Refuge Headquarters and Town and County administrative facilities. The future development pattern should locate buildings toward the street predominantly two stories in height. Parking should be minimized and screened from the view of the public right of way. Office, residential and local convenience commercial should be located on the first level with residential above and behind. Some limited local convenience commercial is desirable to serve the surrounding residential areas with the goal of reducing trips outside the neighborhood. The existing institutional uses shall remain as anchors to the local economy that provide many jobs and services to the community. The bulk, scale and intensity of the St. John's campus has always been and will continue to be of a higher intensity than the surrounding mixed use and residential neighborhoods. Particular care and attention will be necessary to ensure a successful integration between this mixed use subarea and the adjacent Core Residential (Subarea 3.2). Particular attention will need to be given to the location of buildings, parking, types of uses, and intensity of uses to ensure a successful transition.



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Why Illustrate Our Vision?

Realizing our Vision requires proactively planning for what we want - rural open spaces and high quality Complete Neighborhoods - by identifying where we want them and what we want them to look like. Our Vision is that development be designed to enhance our community character and located in suitable areas in order to preserve and protect the ecosystem and western, rural character. The Illustration of Our Vision defines the type of preservation or development in each area of the community that will allow us to realize our Vision. In areas suitable for development, the Illustration of Our Vision describes how we will protect the character we love while ensuring that development enhances our Quality of Life. In all other areas, the Illustration of Our Vision describes how we will preserve and enhance wildlife habitat, wildlife connectivity, scenic vistas, and open space.

Defining desired character for all areas of the community provides predictability in planning and development, which has been absent in the past. Incremental, site-specific determinations of policy applicability that are emotionally, politically

and legally tied to a specific development plan are no longer the community's growth management principle. The Illustration of Our Vision bridges the gap between our Vision and the development of an individual site so that all community members can understand how an individual preservation or development project should contribute to the achievement of our Vision. The Illustration of Our Vision will inform land development regulations that ensure no policy of this Plan is forgotten and that all policies are implemented within the proper context.

The Illustration of Our Vision also provides accountability and measurability. By defining the existing and desired character of each area of the community, we can quantify our progress toward achieving our Common Values of Community Character. With this information we can determine what policies and strategies are appropriate in which locations. The Illustration of Our Vision will enable the rigorous analysis needed to continually adapt our implementation strategies to ensure that preservation and development occur in the desired amount, location and type.



How is the Vision Illustrated?

The Illustration of Our Vision depicts the policies of the community's three Common Values of Community Character through four levels of character classification.

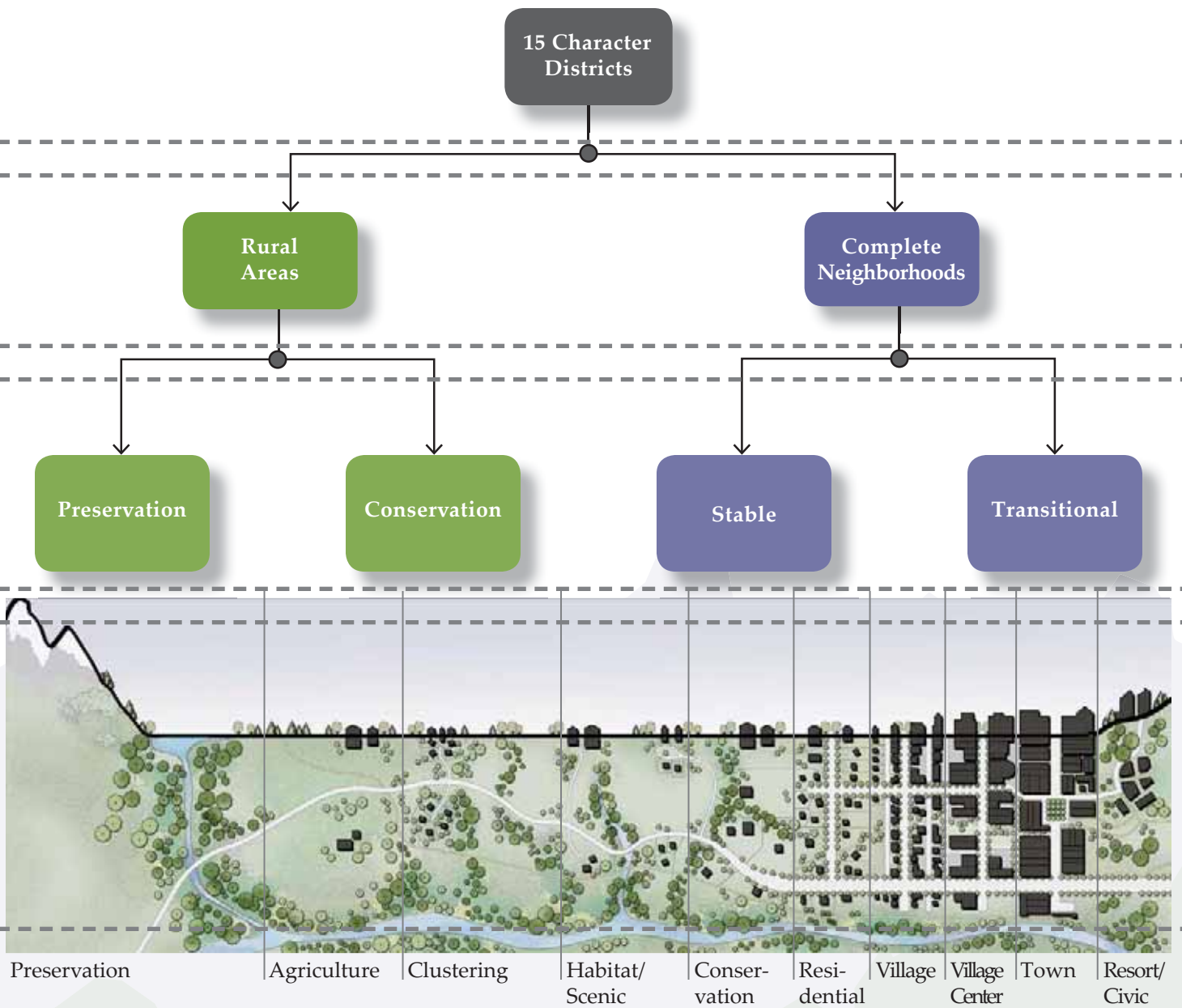
At the highest level, the private lands of the community are divided into Character Districts – areas with common natural, visual, cultural and physical attributes, shared values and social interaction. Character District boundaries are based on a layering of the best available quantitative and qualitative data for each of the three Common Values of Community Character (Ecosystem Stewardship, Growth Management, Quality of Life) in order to identify areas that share similar characteristics (see Appendix B Framework Maps).

While our community's 15 Character Districts share Common Values, each has a unique identity, based upon the presence or absence of specific characteristics, each Character District is classified as either a Rural Area focused on ecosystem stewardship or a Complete Neighborhood focused on enhancing Quality of Life. The map on pages IV-4 and IV-5 shows the Character District boundaries, defines Complete Neighborhood and Rural Area characteristics and identifies the classification of each Character District.

At the next level, each Character District is divided into subareas. Each subarea is categorized as Stable, Transitional, Preservation or Conservation based upon the existing character of the subarea and the desired future character for the entire Character District. Stable and Transitional Subareas are the most suitable locations for people to live, work and play. Subareas focused on Ecosystem Stewardship are designated as Preservation or Conservation. The map on pages IV-6 and IV-7 shows the subareas and defines the subarea classifications.

Finally, for each subarea, Character Defining Features are described to ensure the desired character is illustrated. The Character Defining Features provide the greatest level of site specific detail; however the characteristics are still conceptual and will inform specific regulations, incentives and programs. The characteristics valued by the community within a subarea are mapped, described and illustrated. On pages IV-8 and IV-9 is a legend that describes the symbols and graphics used on the Character Defining Features Maps. An appropriate Neighborhood Form(s) is also identified for each subarea. A Neighborhood Form identifies the general pattern and intensity of development that meets the desired character. On pages IV-10 and IV-11 is a transect that depicts the continuum of Neighborhood Forms that make up our community and shows the relationship between the various patterns and intensities.

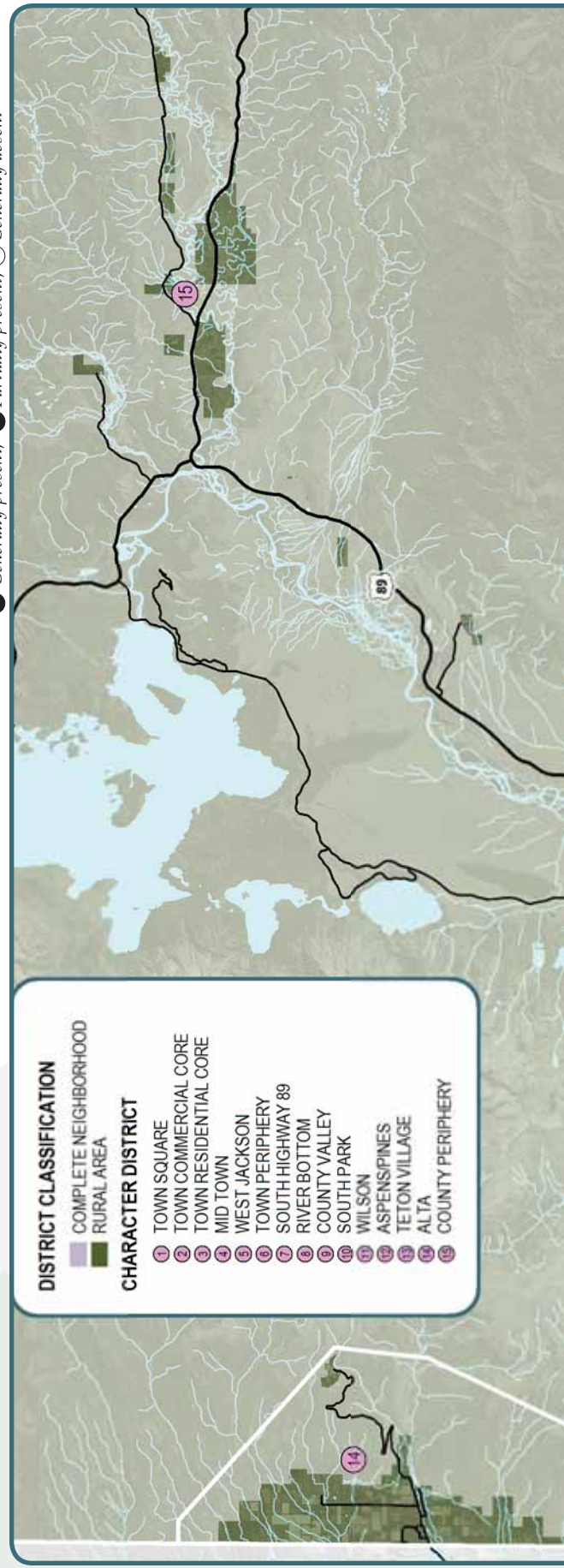


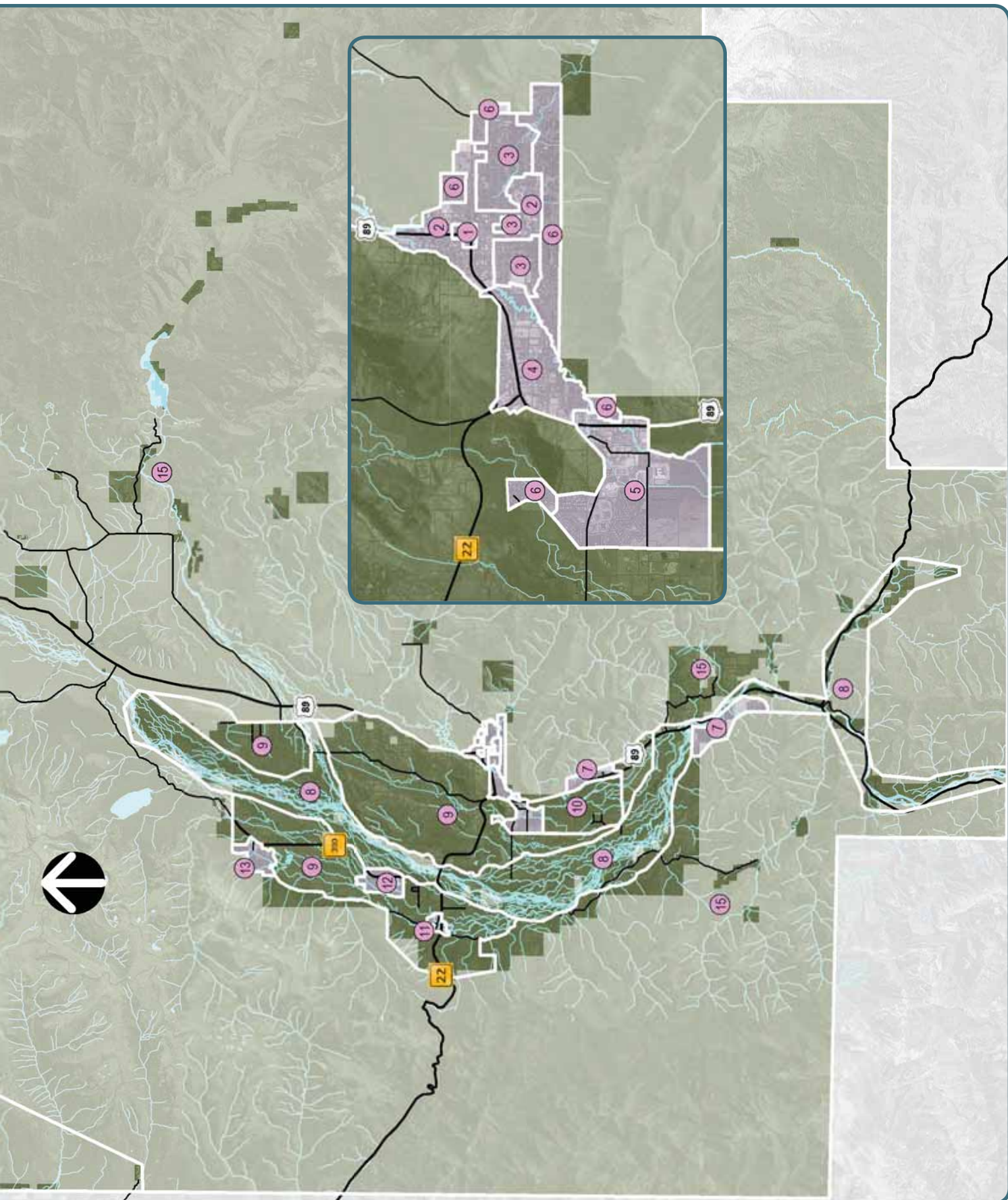


Complete Neighborhoods + Rural Areas

	Character Districts														
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
Defined character and high-quality design	●										●	●	●		
Public utilities (water, sewer, and storm sewer)	●	●	●	●	●	●	●	●	●	●	●	●	●		
Quality public spaces	●	●	●	●	●	●	●	●	●	●	●	●	●	●	
A variety of housing types	●	●	●	●	●	●	●	●	●	●	●	●	●	●	
Schools, childcare, commercial, recreation, and other amenities within walking distance (1/4 to 1/2 mile) of residences	●	●	●	●	●	●	●	●	●	●	●	●	●	●	
Connection by complete streets that are safe for all modes of travel	●	●	●	●	●	●	●	●	●	●	●	●	●	●	
Viable wildlife habitat and connections between wildlife habitat			●	●	●	●	●	●	●	●	●	●	●	●	●
Natural scenic vistas				●	●	●	●	●	●	●	●	●	●	●	●
Agricultural and undeveloped open space				●	●	●	●	●	●	●	●	●	●	●	●
Abundance of landscape over built form						●	●	●	●	●	●	●	●	●	●
Limited, detached single family residential development						●	●	●	●	●	●	●	●	●	●
Minimal additional nonresidential development			●			●	●	●	●	●	●	●	●	●	●

● Generally present; ● Partially present; ○ Generally absent





Stable, Transitional, Preservation + Conservation Subareas

Stable Subarea

- Subareas in which no change to the existing character is necessary
- Development will be infill that maintains the existing identity or vitality
- The subarea may benefit from strategic infill or development of non-existing Complete Neighborhood amenities

Transitional Subarea

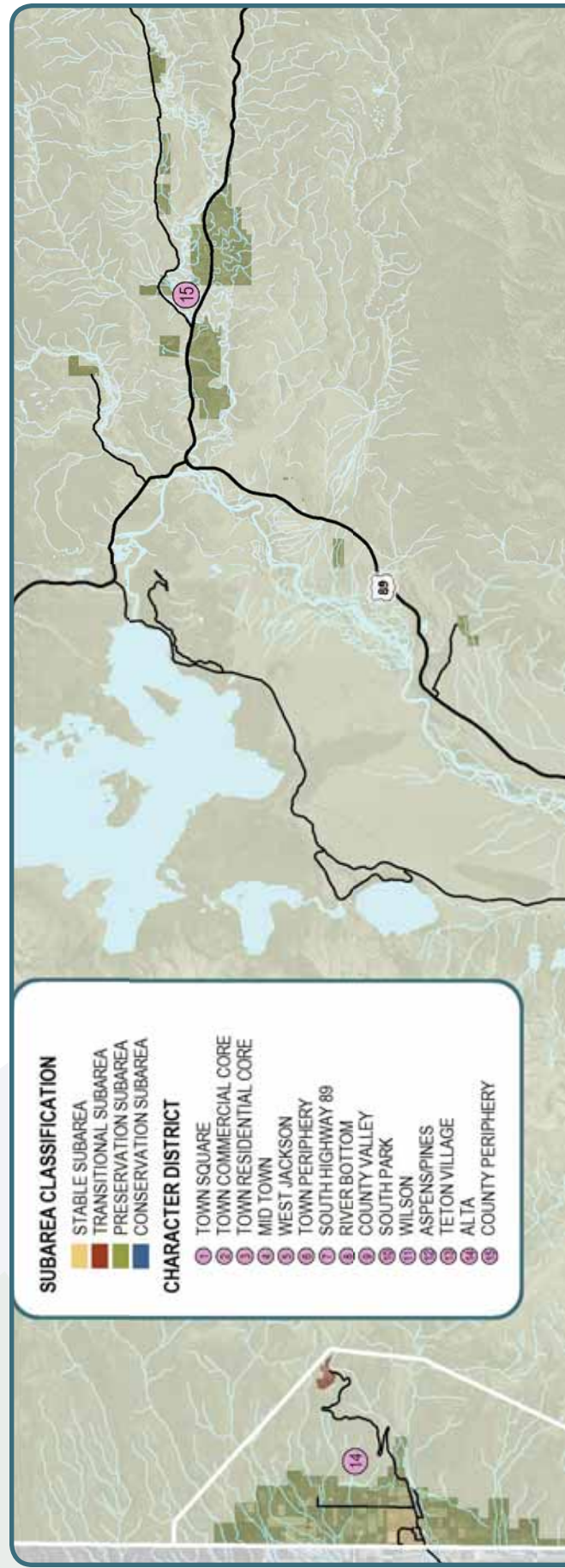
- Subareas where most of the community would agree that development/redevelopment or a change in character would be beneficial
- Subareas that would benefit from reinvestment and revitalization
- Goals for development include improving access to jobs, housing and services and reducing reliance on single-occupancy trips

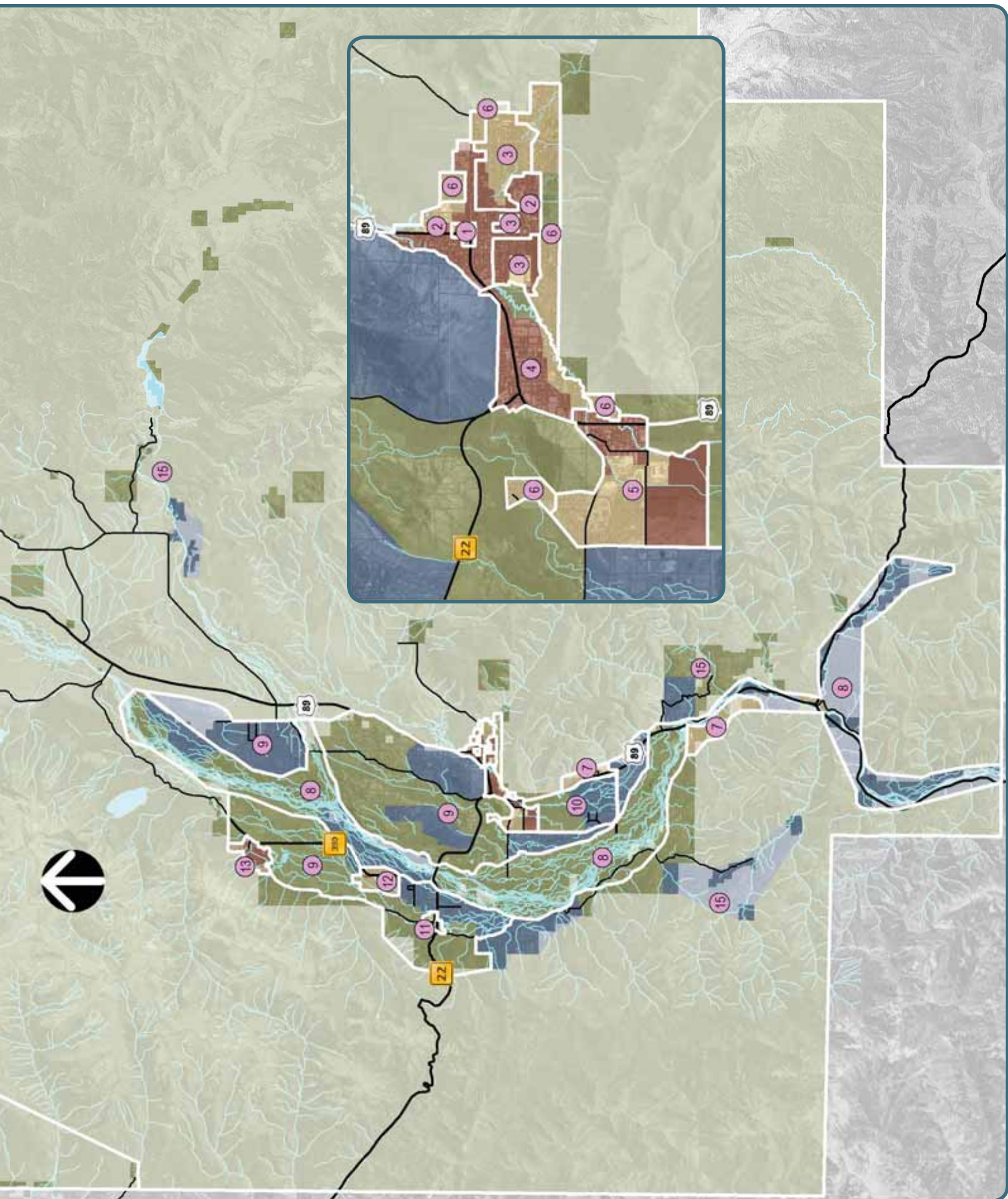
Preservation Subarea

- Subareas in which no change to the existing undeveloped character of the scenic resources and wildlife habitat is necessary
- Additional amenities and infrastructure are inappropriate
- May benefit from some clustered residential development that improves the overall preservation of open space

Conservation Subarea

- Areas of existing development and platted neighborhoods with high wildlife values, where development/redevelopment should focus on improved conservation
- Areas that benefit from an increase in open space, scenic resources, and habitat enhancement
- Goals include balancing existing developed wildlife permeability and scenic enhancements.





Character Defining Features - Map Symbols

The Character Defining Features Maps depict the characteristics that define each district and subarea. Below is a list of symbols and map attributes that are used on the maps. Characteristics that are locational are shown on the map using colored symbols or map attributes. Other characteristics depicted using black symbols, apply generally to a subarea, but are not location specific. All mapped features are illustrative of the character of an area and do not imply desired regulatory boundaries or specific locations for certain attributes.

Common Value 1 – Ecosystem Stewardship



Wildlife Permeability: Design for wildlife permeability should be a characteristic of the subarea.



Agriculture: Agricultural use should be characteristic of the subarea.



Wildlife Highway Crossing: Wildlife-vehicle collision mitigation emphasis site as identified by the Western Transportation Institute and Montana State University College of Engineering in 2012.



Crucial Habitat: Bald eagle, trumpeter swan, mule deer, elk, and/or moose crucial winter habitat; mule deer and/or elk migration corridor; and/or bald eagle and trumpeter swan nesting area; and/or cutthroat trout spawning area as identified by the Conservation Research Center of Teton Science Schools in 2008.



Scenic Corridor/Vista: Scenic highway corridors and vistas as identified on 1994 Community Issues Maps.

Common Value 2 – Growth Management



Gateway: A gateway into the community.



Public Parking: Existing parking provided by the Town of Jackson.



Road Corridor Enhancement: A roadway corridor that will be characterized in the future by enhanced pedestrian and commercial vitality.



Creek Corridor Enhancement: A creek within a Complete Neighborhood that will be characterized in the future by enhanced recreational opportunities and ecological value.

Common Value 3 – Quality of Life



Workforce Housing: Housing occupied by the workforce should be a characteristic of the subarea.



START Service: START service should be a characteristic of the subarea.



Local Convenience Commercial: Local convenience commercial should be located within the subarea.



Industrial: Light industrial and heavy retail use should occur in the subarea.



Parks and Recreation: Existing parks and recreation facilities.



School: Existing schools.



Key Transportation Network Project: Transportation network projects identified in Policy 7.2.d.



Existing/Proposed Pathways: Existing and proposed pathways identified in the Pathways Master Plan (2007).

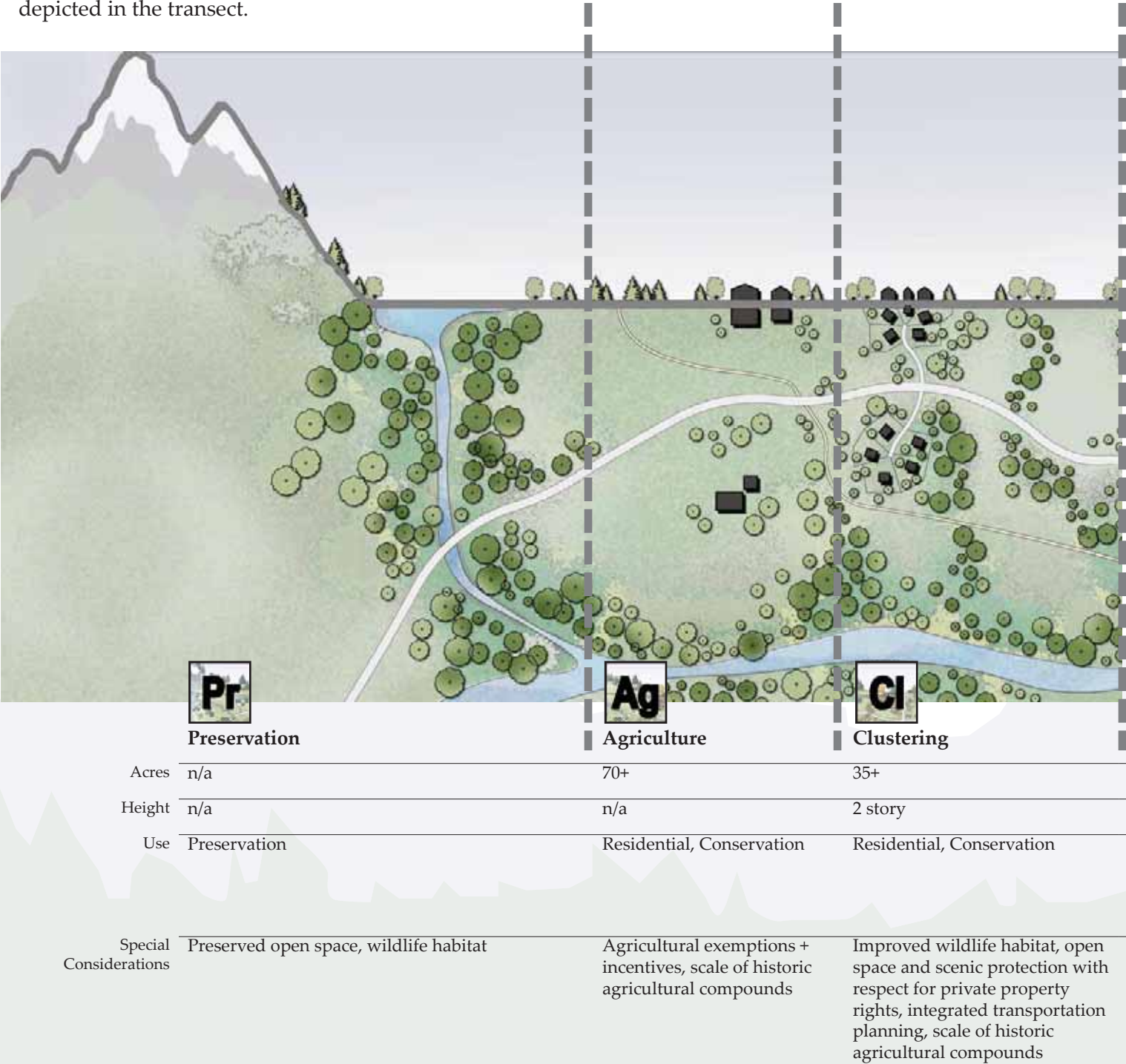


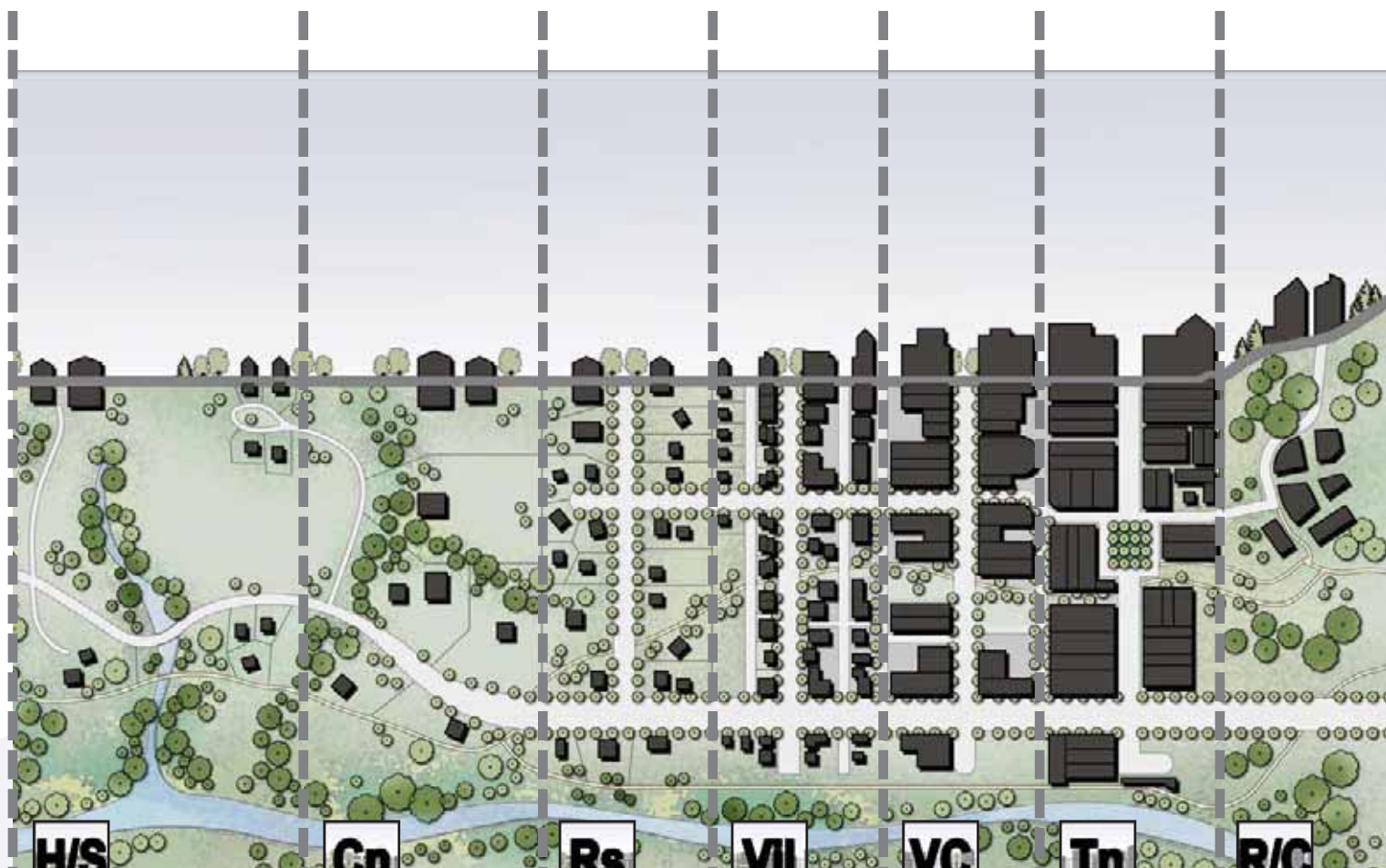
Improved Interconnectivity: An area that will be characterized in the future by increased interconnectivity.



Character Defining Features - Neighborhood Form Continuum

A Neighborhood Form identifies the general pattern and intensity of development representative of a certain character. One or more Neighborhood Forms are associated with each subarea. Below is a transect that depicts the continuum of Neighborhood Forms that make up our community and shows the relationship between the various patterns and intensities that define our character. The table below the transect describes characteristic acreages, heights, uses, and special considerations for each Neighborhood Form. These general characteristics are not prescriptive and are only meant to help describe the general pattern and intensity depicted in the transect.





H/S

Habitat/Scenic

+/- 35

2 story

Residential, Conservation

Design for wildlife and/or scenery, scale of historic agricultural compounds

Cn

Conservation

1-5

2 story

Residential

Design for wildlife and/or scenery, predominance of landscape over built form

Rs

Residential

± 1

2 story

Residential

Design for wildlife and/or scenery, predominance of landscape over built form

Vl

Village

n/a

2 story

Residential, Local Convenience Commercial, Civic
Variety of housing types, complete streets, workforce housing

VC

Village Center

n/a

2-3 story

Residential, Commercial, Industrial, Civic

Mixed use, pedestrian oriented, complete streets, workforce housing

Tn

Town

n/a

2-3 story

Residential, Commercial, Civic

Pedestrian oriented, public spaces, complete streets, workforce housing, employment center

R/C

Resort/Civic

n/a

n/a

Resort, Civic

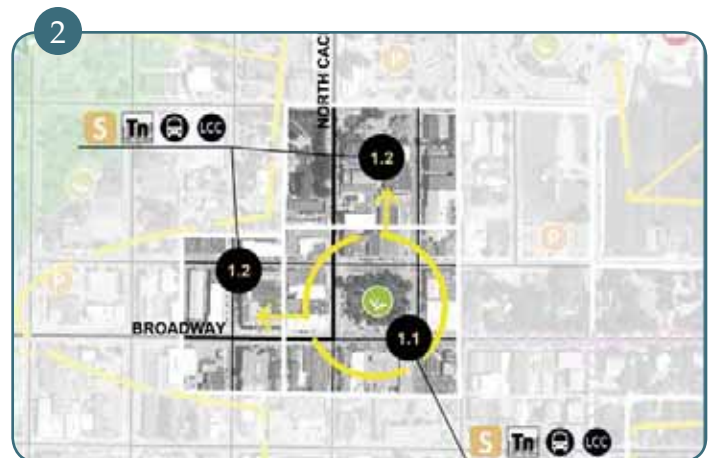
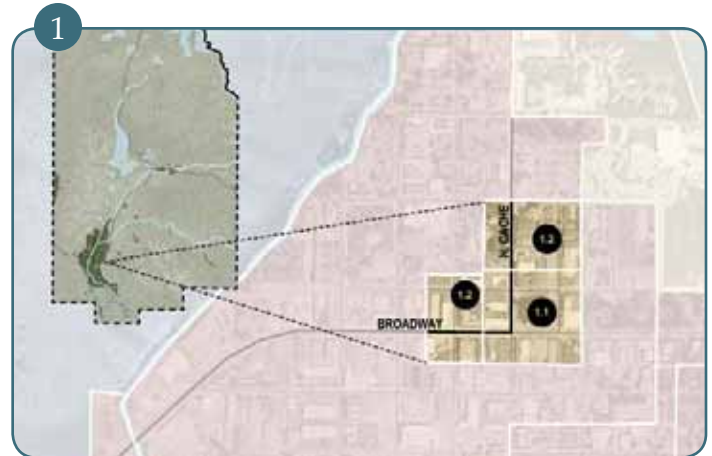
Master Planned, more intense development, public, semi-public facilities

What Does the Illustration of the Vision Address?

Our community's Vision is illustrated in 15 Character Districts. Each Character District has unique issues, opportunities and objectives. Each Character District contributes to the overall implementation of the Comprehensive Plan and will ensure that preservation and development occur in the desired amount, location and type throughout the community.

Each Character District is composed of 6 parts:

1. The Vicinity Map identifies the district boundaries and the size of the district in relation to the entire community. It also depicts the boundaries of the district subareas and their Stable, Transitional, Preservation, or Conservation classification.
2. The Character Defining Features Map depicts the characteristics that define each district and subarea. Characteristics are described through mapping or shown symbolically. Mapped features are illustrative of the character of an area and do not imply desired regulatory boundaries or specific locations of attributes. A complete list of symbols used on the maps can be found on pages IV-8 and IV-9.
3. The Complete Neighborhood/Rural Area Table indicates whether the district currently has the characteristics of a Complete Neighborhood or a Rural Area. It also indicates whether those characteristics will be maintained or enhanced in the future. This table serves to explain the classification of the district and identify the district's broad focus, basic issues, and opportunities.



3

Complete Neighborhood + Rural Area Chart

DEFINITION	EXISTING	FUTURE	
COMPLETE NEIGHBORHOOD			
Diverse Character/High Quality Design	●	●	1-3 story, western character, vibrant pedestrian use, street wall
Public Utilities	●	●	Water, sewer, electric service
Quality Public Space	●	●	George Washington Memorial Park
Variety of Housing Types	●	●	Condominiums, lofts, apartments
Walkable Schools, Commercial + Recreation	●	●	Post Office, START, limited commercial, schools, parks
Connection by Complete Streets	●	●	Alternative transportation a priority
RURAL			
Viable Wildlife Habitat + Connectivity	○	○	
Natural Scenic Views	○	○	
Agricultural + Undeveloped Open Space	○	○	
Abundance of Landscape over Built Form	○	○	
Limited, Detached, Single Family Res. Development	○	○	
Minimal Intercommercial Development	○	○	

Legend: ● Generally Present, ○ Partially Present, ○ Generally Absent

IV-14

4. Existing + Future Characteristics describe in words the existing and future character of the district, focusing on the elements of character that should be preserved or enhanced. This section provides the overall goals and vision for the district.

4

Existing + Future Desired Characteristics

The Town Square District is the historic center of Jackson Hole and the central gathering space for residents and visitors alike. The district is home to iconic buildings and public spaces, including the Cowboy Bar, George Washington Memorial Park (the "Town Square"), and the sawtooth building profiles surrounding the Town Square. Preserving the existing western character and heritage found in the buildings and public spaces in this district will be key to maintaining the existing character. The district is the center of the visitor experience in Town and plays an important role in defining our community's western heritage and overall community identity.

A future goal of the district is to have visitors and residents visit the area more often and stay longer, increasing the vitality of the area and supporting the local economy. To support this goal, commercial uses that create an active and engaging pedestrian experience, will be located on the first and second floors of buildings. Examples of these uses include restaurants, bars, a variety of retail shops and commercial amusement. In the future, the district will be the center of a Downtown Retail Shopping District, and office, residential and lodging uses will be predominantly located on upper floors.

Future community reinvestment in the district will create great public spaces and amenities for residents and visitors alike. This investment will not only create a positive visitor experience that supports our local economy, but will also continue the tradition of the Town Square as the gathering place for our community. The district will continue to be the center of community life, hosting a variety of events and community celebrations for residents and visitors. The temporary closure of streets, parking lots, parks and other public spaces will be encouraged to support such events. In addition, the community should consider the temporary and permanent closure of some streets to vehicles in order to create a vibrant pedestrian environment. Moving forward, the community will take great care and consideration in all future planning and redevelopment.

5. The Policy Objectives are policies from the Common Values of Community Character chapters of the Comprehensive Plan that are particularly relevant and should be implemented in the district. There may be other policies that apply to the district, but these are the key objectives to be met in the district in order for the community to achieve our Vision.

5

Policy Objectives

Common Value 1: <i>Ecosystem Stewardship</i>	N/A
Common Value 2: <i>Growth Management</i>	4.1.d: Maintain Jackson as the economic center of the region 4.2.c: Create vibrant walkable mixed-use subareas 4.2.d: Create a Downtown Retail Shopping District 4.2.e: Protect the image and function of Town Square 4.2.f: Maintain lodging as a key component in the downtown 4.4.a: Maintain and improve public spaces 4.4.c: Continue traditions and community events 4.5.a: Identify and preserve historically significant structures and sites
Common Value 3: <i>Quality of Life</i>	6.2.a: Enhance tourism as the basis of the economy 6.3.a: Ensure year-round economic viability 7.1.c: Increase the capacity for use of alternative transportation modes

6. The Character Defining Features describe each subarea through text, Neighborhood Forms, and photos and/or drawings. The focus of the description is the character priorities that will allow for the desired character of the district, and consequently the community Vision, to be achieved. The Neighborhood Form(s) depict the general pattern and intensity of development that meets the desired character; while the illustrations and/or photos provide a more detailed illustration of the desired built form. The entire continuum of Neighborhood Forms can be found on pages IV-8 and IV-9.

6

Character Defining Features

1.1: Inner Square



Town Form

This STABLE Subarea will focus on maintaining western character by retaining or replicating the existing built environment. Building heights directly fronting the Town Square should not exceed two stories. Buildings should be located near the street to create an attractive street front. A desired western architectural style and approach will be defined. The continuation of covered wooden boardwalks is vital to maintaining the desired western character. Parking will be provided predominantly in public lots, underground, and on street to create a vibrant, walkable area oriented to pedestrians.



TOWN OF JACKSON
LAND DEVELOPMENT REGULATIONS
DIVISION 7.5.2 - PARK EXACTIONS
DATE: 10/25/2019

CASH-IN-LIEU OF LAND DEDICATION: SECTION 49660

1. PROJECT NAME: Glenwood Gill Condominiums
2. LOCATION: 165-185 N Glenwood Street
3. PROJECT NUMBER: P18-083

4. CALCULATE PROPOSED PROJECT POPULATION:

<u>UNIT TYPE</u>	<u># OF UNITS</u>	X	<u>PERSONS HOUSED PER UNIT</u>	<u>PROJECTED POPULATION</u>
STUDIO	<u> </u>		1.25	<u> </u>
1 BEDROOM	<u> </u>		1.75	<u> </u>
2 BEDROOM	<u>2</u>		2.25	<u>4.50</u>
3 BEDROOM	<u>25</u>		3.00	<u>75.00</u>
4 BEDROOM	<u>2</u>		3.75	<u>7.50</u>
5 BEDROOM	<u> </u>		4.50	<u> </u>
EACH ADDITIONAL BEDROOM	<u> </u>		0.50	<u> </u>
DORMITORY	<u> </u>		1 per 150 sf of net habitable area	<u> </u>
TOTAL				<u>87.00</u>

5. CALCULATE REQUIRED PARK ACREAGE:

$$\underline{87.00} \text{ TOTAL PROJECTED POPULATION } \times \frac{\underline{9 \text{ ACRES}}}{1000 \text{ RESIDENTS}} = \underline{0.7830} \text{ REQUIRED ACRES}$$

6. CALCULATE CASH-IN-LIEU:

$$\underline{0.7830} \text{ REQUIRED ACRES } \times \$100,000 \text{ (VALUE OF LAND)} = \$ \underline{78,300} \text{ CASH-IN-LIEU}$$

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

TOWN OF JACKSON
LAND DEVELOPMENT REGULATIONS
DIVISION 7.5.3 - SCHOOL EXACTIONS
DATE: 10/25/2019

CASH-IN-LIEU OF LAND DEDICATION: SECTION 49770

1. PROJECT NAME: Glenwood Gill Condominiums
2. LOCATION: 165-185 N Glenwood Street
3. PROJECT NUMBER: P18-083

4. CALCULATE REQUIRED DEDICATION OF LAND:

LAND DEDICATION REQUIREMENT	X	# OF UNITS	=	LAND DEDICATION
.020 ACRES PER UNIT SINGLE & TWO-FAMILY		165-185 N Glenwood Street <u>29</u>		<u>0.4350</u>
.015 ACRES PER UNIT MULTI-FAMILY				

5. CALCULATE CASH IN-LIEU:

$$\frac{0.4350}{\text{LAND DEDICATION STANDARD}} \times \$100,000 \text{ (VALUE OF LAND)} = \$ \frac{78,300}{\text{CASH-IN-LIEU}}$$

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



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: Glenwood Gill Condominiums
Physical Address: 165 & 185 N. Glenwood, Jackson, WY
Lot, Subdivision: 1-6, Blk 6 PIDN: 22-41-16-28-4-10-001 & 004

PROPERTY OWNER.

Name: Roseville Ventures II, LLC Phone: _____
Mailing Address: 4015 80th Street, Kenosha, WI ZIP: 53142
E-mail: _____

APPLICANT/AGENT.

Name: Mr. Nick Orthmann Phone: 262-842-0656
Mailing Address: 4011 80th Street, Kenosha, WI ZIP: 53142
E-mail: northmann@beardevelopment.com

DESIGNATED PRIMARY CONTACT.

____ Property Owner ☒ Applicant/Agent

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

Use Permit	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 #: P18-083 Environmental Analysis #: _____
Original Permit #: _____ Date of Neighborhood Meeting: 4/11/19

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

Nick Orthmann, Bear Development, LLC

Name Printed

10/30/2019

Date

Project Manager

Title

This Summary will be prepared by Planning Staff. The applicant, or the applicant's agent, shall receive a copy of this summary for their reference in submitting a sufficient application.

Staff may request additional materials during review as needed to determine compliance with the LDRs.

PRE-APPLICATION MEETING GENERAL INFORMATION.

PAP#: P18-083

Date of Conference: 5/15/18

Planning Staff: Paul Anthony, Alex Norton

PROJECT.

Name/Description: Preapplication for Glenwood Gill Condos Phase 1

Physical Address: 165 and 185 Glenwood Street

Lot, Subdivision _____ PIDN: _____

Zoning District(s): DC

Overlay(s): Lodging

STAKEHOLDERS.

Applicant: S.R. Mills, Bear Development

Owner: Roseville Ventures II LLC

Agent: Arne Jorgensen

REQUIRED APPLICATIONS. *This project will require the following applications:*

Application	Reason	Fee
Sketch Plan Phase 1	Proposal is for greater than 39,000 sf	\$2,500
Development Plan Phase 1	Proposal is for greater than 39,000 sf	N/A
Design Review Committee	Commercial/Mixed-use projects go to DRC	N/A
Final Plat	To allow proposed condominiums	

MEETING ATTENDEES:

Name	Company	Phone/Email
Arne Jorgensen	Hawtin Jorgensen	
S.R. Mills (via phone)	Bear Development	

Paul Anthony	Town Principal Planner	
Alex Norton	County/Town Jointy Planner	

TIMELINES. *This table is intended to provide general information regarding the review process and timing of decisions. See Article 8 for a complete explanation of the review process.*

The following timelines are generally applicable:

Application Types:	Sufficiency	Decision-Maker	Timeline
Sketch Plan	14 days	Council	150 days from sufficiency
Development Plan	14 days	Council	150 days from sufficiency

Checklist Key.

✓ **Required.** Applicant must demonstrate compliance with this requirement.

N/A **Not Applicable.** Review requirement is not applicable to this project.

General Information

Requirement

Notes

<u>✓</u>	Planning Permit Application. The application should list all pertinent permits (use, physical development, interpretation, relief from the LDRs, Development Option/Subdivisions, Amendments to the LDRs) for which you are applying.
<u>✓</u>	Notarized Letter of Authorization. See “Permit and Applications” section on Planning Department website for copy of form.
<u>✓</u>	Application Fees. Fees are cumulative. Applications for multiple types of permits, or for multiple permits of the same type, require multiple fees. See the currently adopted Fee Schedule in the Administrative Manual for more information.
<u>✓</u>	Review fees. The applicant is responsible for paying any review fees and expenses from consulting services necessitated by the review of the application by the County Surveyor, Town Engineer, Title Company and any other required consultant. Such fees shall be paid prior to approval of the permit.
<u>✓</u>	Mailed Notice fee. See Section 8.2.14.C.2 for notice requirements. If mailed notices are required, the applicant is responsible for paying for any mailing in excess of 25 notices.
<u>✓</u>	Digital Format. All applications submitted to the Town Planning Department must be submitted in digital format.

<u>✓</u>	Response to Submittal Checklist. All applications require response to applicable review standards. For applications where a pre-application conference is required, applicable standards are identified below. If a pre-application conference is optional, see the submittal checklist for the relevant application type, established in the Administrative Manual.
<u>N/A</u>	Title Report. A title report, title certificate or record document guarantee prepared within the last six months that includes evidence of ownership and all encumbrances on the subject property. Copies of the documents referenced in the report should not be submitted unless requested by the planner during review.
<u>✓</u>	Narrative description of the proposed development. Describe in detail the existing condition of the property and the proposed development, use, or subdivision for which you are seeking approval.
<u>✓</u>	Findings for approval. Include in your narrative a response to the findings for approval found in LDR Div 8.5, as applicable.
<u>✓</u>	Proposed Development Program. Provide a table that summarizes the the projects compliance with the primary development standards (setbacks, heights, FAR, LSR, etc.). An example is found in the Administrative Manual.
<u>✓</u>	Site Plan. Provide a detailed site plan of the proposed project. A list of minimum standards for a site plan are established in the Administrative Manual.
<u>✓</u>	Floor Plans. Include floor plans for any existing buildings that will be occupied by a proposed use. If changes to existing buildings are proposed, indicate those on the floor plans.
<u>N/A</u>	Neighborhood Meeting Summary. See Section 8.2.3 for Neighborhood Meeting requirements.
<u>✓</u>	Posted Notice. See Section 8.2.14.C.4 for Posted Notice requirements for all public hearings.

ARTICLES 2 (COMPLETE NEIGHBORHOODS), 3 (RURAL AREA ZONES), and 4 (SPECIAL PURPOSE ZONES).

Applicable Zone: _____

Applicable LDR Section: _____

PHYSICAL DEVELOPMENT. *Please see Subsection B in applicable Zone District for specific standards.*

Requirement	Notes
<u>✓</u> Structure Location and Mass (setbacks, height, FAR, etc.)	
<u>N/A</u> Maximum Scale of Development (individual building size)	
<u>✓</u> Design Review (Design Guidelines and Design Review Committee)	
<u>✓</u> Site Development (Driveway and Access limits)	
<u>✓</u> Landscaping (see Div. 5.5 for more information)	
<u>✓</u> Fencing (see Sec. 5.1.2 for more information)	

N/A **Environmental Standards (see Div. 5.1 and 5.2 for more information)**

- Natural Resource Buffers
- Irrigation Ditch Setback
- Natural Resource Overlay Standards

✓ **Scenic Standards (see Div. 5.3 for more information)**

- Exterior Lighting
- Scenic Resource Overlay (SRO) Standards

✓ **Natural Hazards to Avoid (see Div. 5.4 for more information)**

- Steep Slopes
- Areas of Unstable Soils
- Fault Areas
- Floodplains
- Wildland Urban Interface

N/A **Signs (see Div. 5.6 for more information)**

✓ **Grading, Erosion Control, Stormwater (see Div. 5.7 for more information)**

- Grading
- Erosion Control
- Stormwater Management

USE STANDARDS. *Please see Subsection C in applicable Zone District for specific standards.*

Requirement	Notes
<u>✓</u> Allowed Uses (see Div. 6.1 for more information)	
<u>✓</u> Parking (see Div. 6.2 for more information)	
<u>✓</u> Employee Housing (see Div. 6.3 for more information)	
<u>N/A</u> Maximum Scale of Use	
<u>✓</u> Operational Standards (see Div. 6.4 for more information)	
• Outside Storage • Refuse and Recycling • Noise • Vibration • Electrical Disturbances • Fire and Explosive Hazards • Heat and Humidity • Radioactivity	

DEVELOPMENT OPTIONS. *Please see Subsection D in applicable Zone District for specific standards.*

Requirement	Notes
-------------	-------

<u>✓</u>	Allowed Subdivision and Development Options (see Div. 7.1 and 7.2 for more information)
<u>✓</u>	Residential Subdivision Requirements (see Div. 7.4 and 7.5 for more information) • Affordable Housing • School and Parks Exactions
<u>✓</u>	Infrastructure (see Div. 7.6 and 7.7 for more information) • Transportation Facilities • Required Utilities

OTHER APPLICABLE LDR STANDARDS

Requirement	Notes:
<u>N/A</u>	Division 1.9, Nonconformities
	1.9.2 Nonconforming Physical Development
	1.9.3 Nonconforming Uses
	1.9.4 Nonconforming Development Options and Subdivisions
	1.9.5 Nonconforming Signs
<u>N/A</u>	Division 7.3, Open Space Standards
	7.3.3 Configuration and Location of Required Open Space
	7.3.4 Use of Open Space
	7.3.5 Physical Development Permitted in Open Space
	7.3.6 Record of Restriction
	7.3.7 Ownership of Open Space

ADDITIONAL COMMENTS

- We will need to discuss the impact that the proposed affordable housing mitigation requirements would have on the project. In short, after the moratorium is over, the project would be mitigated at the proposed new 'Short-term Rental' rate rather than the current residential long-term rate, which will likely be an increase in mitigation.
- Staff encourages the applicant to make sure that there are regular entrances to the residential/short-term units along the Glenwood and Gill frontages. The narrative commits to this goal but without doors shown on the plans it remains unclear where such entrances would be located.
- While there appears to be adequate parking, we should discuss how the parking will be allocated will be allocated.
- We will need to confirm what the final sidewalk cross-section/width will be given existing conditions.

PLAN REVIEW COMMITTEE. *The Plan Review Committee consists of the following listed agencies. Planning Staff will transmit pertinent portions of the application to each agency. **Other agencies and individuals not checked off on this list may be added to the PRC if necessary.***

Agency	Required for:
<u>✓</u> Building Official	
<u>✓</u> Town Attorney	
<u>✓</u> Town Engineer	
_____ Title Company – for subdivision plat	
_____ County Surveyor – for subdivision plat	

☒	Jackson Hole Fire EMS
☒	Housing Authority
☐	Integrated Solid Waste & Recycling
☐	National Park Service
☐	Parks and Recreation Department
☒	Pathways Coordinator
☐	Public and Environmental Health
☒	Police Department
☐	Teton Conservation District
☐	Teton County School District
☐	Teton County (required when subdividing land within one mile of the Teton County)
☐	U.S. Forest Service (if adjacent to or accessing through forest service lands)
☐	Wyoming Department of Environmental Quality
☐	Wyoming Department of Game & Fish
☐	Other

PLANNING

Project Number	P18-083	Applied	3/19/2018	STOL
Project Name	Pre-App Devel Plan 165 & 185 Glennwood	Approved		
Type	PREAPPLICATION	Closed		
Subtype	DEVELOPMENT PLAN	Expired		
Status	STAFF REVIEW	Status		

Applicant	Owner	ROSEVILLE VENTURES II, LLC
------------------	--------------	----------------------------

Site Address	City	State	Zip
165 & 185 N GLENWOOD STREET	JACKSON	WY	83001

Subdivision	Parcel No	General Plan
JACKSON ORIGINAL-TOWNSITE	22411628410004	

Type of Review	Status	Dates			
Contact		Sent	Due	Received	Remarks
Notes					
Building	NO COMMENT	3/19/2018	4/9/2018		
Jim Green					

Fire	APPROVED W/CONDITI	3/19/2018	4/9/2018	3/26/2018	Notes will change bldg cost
Kathy Clay					

Type of Review	Status	Dates			
		Sent	Due	Received	Remarks
Contact					
Notes					
MEMO					
FIRE REVIEW					

TO: Paul Anthony, Principal Planner
Tiffany Stolte, Office Manager

FROM: Kathy Clay, Fire Marshal

DATE: March 26, 2018

SUBJECT: Pre-Application Review/Bear Development
165, 185 N. Glenwood Street
P18-083

This office has received the request for a pre-application review 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.

PLEASE TAKE SPECIAL NOTE OF ALL ***STARRED*** ITEMS.

Comments include, but are not limited to:

General Requirements

1. *****Fire apparatus access is not attainable. All buildings shall be sprinklered per NFPA 13 to accommodate inadequate fire department access. (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)
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 908.7)
10. Final fire inspection shall be required before certificate of occupancy is released.
11. *****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).

Emergency Responder Radio Coverage1. *****Where required, new building shall have approved radio coverage for emergency responders within the building base upon the existing coverage levels of the public safety communication systems of the jurisdiction at the exterior of the building. (IFC 510)

Sprinklers

1. *****As determined by the Building Official, the structure will have an automatic fire sprinkler system in accordance with appropriate NFPA standard for the occupancy type. (IFC 903.2.7) Due to inadequate fire department access, NFPA 13 standards shall be required.
2. Fire Department Connection (FDC) location shall be determined by the AHJ and noted in the fire sprinkler plan review.
3. Knox Box shall be installed in an approved location at each structure having a fire sprinkler system. (IFC 506.1)
4. 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)
5. Fire flow requirements shall meet Appendix B of the International Fire Code.
6. *****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)
7. Horn/strobe shall be installed above the fire department connection. (IFC 912.2.2.1)

Type of Review Contact	Status	Dates			Remarks
		Sent	Due	Received	
Notes					
8. ****Room which houses fire sprinkler riser shall be no less than 5' x 7' in dimension and shall be accessible from outside grade. (IFC 903.2.11.1.1)					
9. Concealed spaces within NFPA 13 protected structures having combustible materials shall comply with the requirements and may require additional protection. (IFC 903.3)					
10. Exterior overhangs exceeding 4 feet shall be protected using fire sprinklers when combustible construction is used (NFPA 13).					
11. Exterior egress stairways built of combustible construction shall be protected with fire sprinklers (NFPA 13).					
12. Roof top occupancy appears to be present and shall be reviewed for proper protection.					
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					
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)					
Please feel free to contact me if you have any further questions at kclay@tetoncountywy.gov or at 307-733-4732.					
Legal A Cohen-Davis	APPROVED	3/19/2018	4/9/2018	4/9/2018	
Parks and Rec Steve Ashworth	NO COMMENT	3/19/2018	4/9/2018		
Pathways Brian Schilling	NO COMMENT	3/19/2018	4/9/2018		
Planning Paul Anthony	NO COMMENT	3/19/2018	4/9/2018		
Police Todd Smith (3/21/2018 3:13 PM STOL)	APPROVED W/CONDITI	3/19/2018	4/9/2018	3/21/2018	I am sure we will have questions going forward as the project takes on a more formalized plan. Good to see more parking compared to some other recent projects.
Thanks, Todd					
Public Works Brian Lenz	NO COMMENT	3/19/2018	4/9/2018		

Type of Review Contact Notes	Status	Dates			Remarks
		Sent	Due	Received	
START Darren Brugmann	NO COMMENT	3/19/2018	4/9/2018		
.....					
TC Housing Authority Stacy Stoker (3/20/2018 12:23 PM SAS)	APPROVED	3/19/2018	4/9/2018	3/20/2018	See Notes
The applicant must submit a complete Housing Mitigation Plan to be reviewed at the initial review of the free market portion of the development plan.					
.....					

WARRANTY DEED

Released	
Indexed	✓
Abstracted	✓
Scanned	

Cony Corporation, a Wyoming corporation, GRANTOR, of Teton County, Wyoming, for and in consideration of TEN DOLLARS (\$10.00) and other good and valuable consideration, in hand paid, receipt of which is hereby acknowledged, and pursuant to an I.R.C. § 1031 tax deferred exchange for benefit of Grantee, CONVEYS and WARRANTS to Roseville Ventures II, LLC, a Wisconsin limited liability company, GRANTEE whose address is 4011 80th Street, Kenosha, WI 53142, the following described real estate, situate in the County of Teton, State of Wyoming, hereby waiving and releasing all rights under and by virtue of the homestead exemption laws of the State of Wyoming, to-wit:

Lots 5 and 6 of Block 6 of the Original Townsite of Jackson, Teton County, Wyoming, according to that plat recorded in the office of the Teton County Clerk on July 18, 1901 as Plat No. 100.

PIN: 22-41-16-28-4-10-004

Together with and including all improvements thereon and all appurtenances and hereditaments thereunto belonging. Subject to all covenants, conditions, restrictions, easements, reservations, and rights-of-way of record.

WITNESS our hands this 28 day of December, 2016.

GRANTOR: CONY CORPORATION
GRANTEE: ROSEVILLE VENTURES II LLC
Doc 0919653 bk 937 pg 746-746 Filed At 14:34 ON 12/28/16
Sherry L. Daigle Teton County Clerk fees: 12.00
By Mary Smith Deputy

Cony Corporation, a Wyoming corporation:

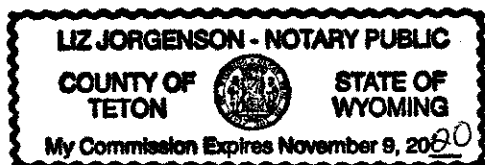
Andrew Evans Carson
Andrew Evans Carson, President/Director

James A. Roscoe
James A. Roscoe, Secretary/Director

STATE OF WYOMING)
COUNTY OF TETON)

The foregoing instrument was acknowledged before me this 28 day of December, 2016 by Andrew Evans Carson as President/Director and James A. Roscoe as Secretary/Director of Cony Corporation, a Wyoming corporation.

WITNESS my hand and official seal.



[Signature]
Notary Public
My Commission Expires: _____



JACKSON HOLE
TITLE & ESCROW

307.733.3153

GRANTOR: 185 N GLENWOOD LLC
GRANTEE: ROSEVILLE VENTURES II LLC
Doc 0919715 bk 937 pg 909-909 Filed At 13:39 ON 12/29/16
Sherry L. Daigle Teton County Clerk fees: 12.00
By Mary Smith Deputy

Space Above This Line for Recorder's Use Only

WARRANTY DEED

File No.: 614163JAC (mgm)

Released	
Indexed	☒
Abstracted	☒
Scanned	

185 N. Glenwood, LLC, a Wyoming limited liability company, GRANTOR(S), for Ten Dollars (\$10.00) and other good and valuable consideration in hand paid, receipt of which is hereby acknowledged, CONVEY(S) AND WARRANT(S) to

Roseville Ventures II, LLC, a Wisconsin limited liability company, GRANTEE(S),

whose mailing address is 4015 80th Street, Kenosha Wisconsin 53142, the following described real estate, situated in the County of **Teton**, State of **Wyoming**, hereby releasing and waiving all rights under and by virtue of the Homestead Exemption Laws of the State of Wyoming, to-wit:

Lots 1, 2, 3 and 4 of Block 6 of the Original Townsite of Jackson, Teton County, Wyoming, according to that plat recorded in the Office of the Teton County Clerk on July 18, 1901 as Plat Number 100.

State Identification Number 22-41-16-28-4-10-001

Including and together with all and singular the tenements, hereditaments, appurtenances and improvements thereon or thereunto belonging, but subject to taxes, reservations, covenants, encroachments, conditions, restrictions, rights-of-way and easements of record.

WITNESS the due execution and delivery of this Warranty Deed

this 23rd day of December, 2016.

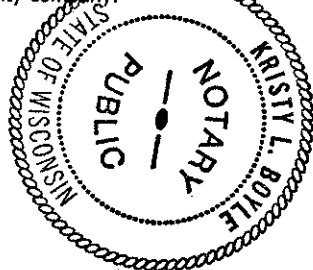
185 N. Glenwood, LLC, a Wyoming limited liability company

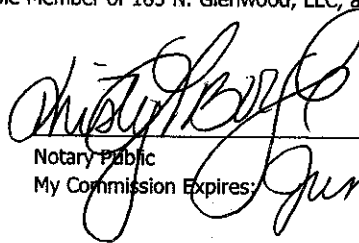
By: TNG 22, LLC, Its Sole Member

By: 
Name: Raymond C. Leffler
Title: Sole Member

State of Wisconsin
County of Kenosha

This instrument was acknowledged before me on this 23rd day of December, 2016 by Raymond C. Leffler as Sole Member of TNG 22, LLC, as Sole Member of 185 N. Glenwood, LLC, a Wyoming limited liability company.




Notary Public
My Commission Expires: June 24, 2018

LETTER OF AUTHORIZATION

Roseville Ventures II, LLC

Kenosha, WI, 53142

, "Owner" whose address is: 4015 80th Street,

(NAME OF ALL INDIVIDUALS OR ENTITY OWNING THE PROPERTY)

Roseville Ventures II, LLC

, as the owner of property

more specifically legally described as: Lots 1-6, Blk 6, Original Town of Jackson, Plat 100

(If too lengthy, attach description)

HEREBY AUTHORIZES Bear Development, LLC & 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:

(SIGNATURE) (SIGNATURE OF CO-OWNER)

Title: Member

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

STATE OF Wisconsin)

)SS.

COUNTY OF Kenosha)

The foregoing instrument was acknowledged before me by Stephen R Mills this 5 day of April, 2019.

WITNESS my hand and official seal

Sarah E Bell

(Notary Public)

My commission expires: 5/10/22

(Seal)

SARAH E. BELL
Notary Public
State of Wisconsin



TOWN OF JACKSON TOWN COUNCIL AGENDA DOCUMENTATION

PREPARATION DATE: JANUARY 30, 2020
MEETING DATE: FEBRUARY 03, 2020

SUBMITTING DEPARTMENT: PLANNING
DEPARTMENT DIRECTOR: TYLER SINCLAIR
PRESENTER: BRENDAN CONBOY

SUBJECT: **ITEM P19-249:** REQUEST FOR APPROVAL OF A DEVELOPMENT PLAN FOR A SIX LOT SUBDIVISION FOR 135 AND 175 EAST BROADWAY

APPLICANT: CIRQUE CONSULTING, LLC / GEORGE PUTMAN
OWNER: CAFÉ G, LLC

REQUESTED ACTION

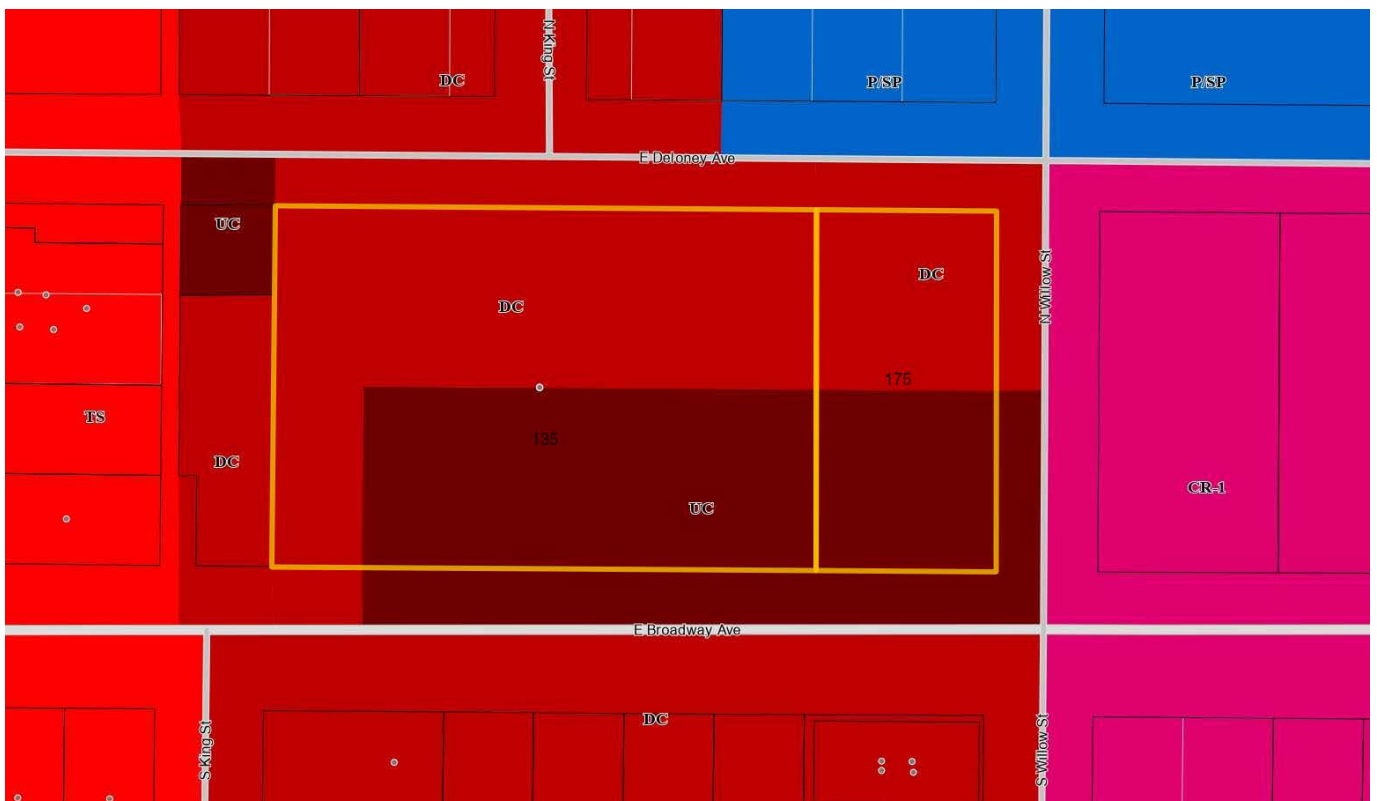
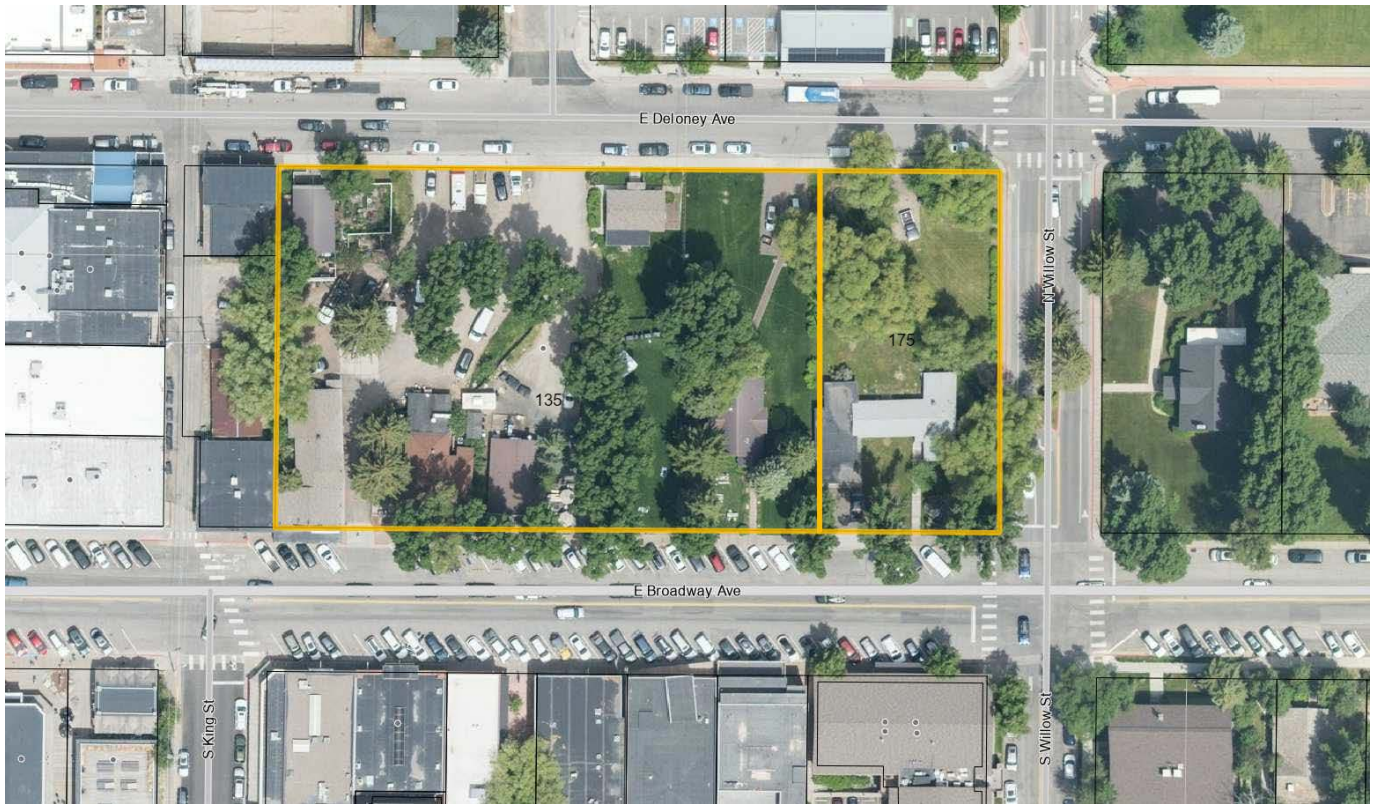
The applicant is requesting approval of a Development Plan prior to submitting a Subdivision Plat to divide the existing two (2) parcels into six (6) separate legal lots of record located at 135 and 175 East Broadway Avenue.

APPLICABLE REGULATIONS

Section 8.3.2 Development Plan

LOCATION

The properties are located at 135 & 175 East Broadway Avenue, legally described as parcels PT SW1/4SW1/4, SEC. 27, TWP. 41, RNG. 116 and PT SW1/4SW1/4, SEC. 27, TWP. 41, RNG. 116. An aerial photo and zoning map are shown below:



BACKGROUND

Existing Site Characteristics:

The subject property is 1.84 acres (approximately 80,150 SF). 135 East Broadway is 1.38 acres (60,113 SF) and 175 East Broadway is .46 acres (20,038 SF). The property at 135 E. Broadway has six existing structures on it including Belle Cose (facing Broadway), the Home Design and the Workshop buildings facing Deloney, and three buildings of historical significance, Café Genevieve, Persephone Bakery, and the Healthy Being Juicery. The second smaller parcel at 175 E. Broadway has one primary structure that serves as a residential unit on the southern portion of the site (also known as the Pillowfluffer building). The northern portion of the parcel contains the Cache Creek stormwater channel and no structures at this time. The parcels are split zoned between Urban Commercial (UC) zoning and Downtown Core (DC) zoning, please see the map above.

The overall site also contains considerable green open space and large cottonwood trees that add considerably to the character of the site. Taken together, the parcels are a ‘triple frontage’ property, meaning that they are bounded by three street frontages – Broadway on the south, Deloney on the north and Willow on the east. There is currently no alley serving the site largely as a result of the parcels never being subdivided. Adjacent properties are in the following zoning districts:

- The properties to the north across East Deloney Avenue are zoned Downtown Core (DC) and Public Semi/Public (P/SP);
- The properties to the east across North Willow Street are zoned Commercial Residential - 1 (CR-1);
- The properties to the south across East Broadway Avenue are zoned Downtown Core (DC); and
- The adjacent properties to the west are zoned Downtown Core (DC) at 105 E Broadway (P19-114 Zoning Map Amendment), Urban Commercial (UC) at 164 E Deloney Ave, and Town Square (TS) further west.

District 2 Rezoning Update:

During the rezoning process for Comprehensive Plan District 2: Town Commercial Core adopted in 2016, the two properties were proposed for Downtown Core (DC) zoning by staff to be consistent with the properties across the street on Broadway and the general Comprehensive Plan vision for the area. During this process, the Council decided to postpone the rezoning of these properties due to concerns about the lack of zoning tools to protect the site’s historic structures. The Council had the same concern about the historic structures on the ‘Sweetwater’ property at 85 S. King Street. More specifically, the Council did not believe that the primary current tool for protecting historic structures – i.e., the ability of the Teton County Historic Preservation Board (TCHPB) to request a 90-day stay from the Council on a demolition permit for a historic structure – was enough to protect the properties from redevelopment pressures if DC zoning was provided. This is because if no preservation buyer or alternative site for a historic structure could be found within the 90-day grace period, the landowner could demolish the historic structure without further process.

Due to this context, the Council decided to keep the existing UC zoning for both the East Broadway and King Street blocks with the understanding that Town staff would look into possible new historic preservation LDR tools for consideration by Council in the future. The assumption was that these two UC areas would be reconsidered for rezoning once new historic preservation LDR tools and new Town Square zoning were decided upon. Since that time, Town in partnership with the TCHPB have begun work on this project with multiple public open houses in July and November to present draft regulatory tools scheduled for completion and adoption in spring 2020.

Zoning Map Amendment:

Previous Request:

In 2018 the then owner (not the current applicant) requested a Zoning Map Amendment to change the zoning of both parcels from UC to DC (P18-287). The applicant stated that this change would be consistent with the direction the Town was going before the Council removed these properties from the District 2 update to address historic preservation options and Town Square zoning. In recognition of the Council's concerns over the historic structures on the site, and in response to comments from the TCHPB, the applicant offered a voluntary deed restriction that, among other things, would permanently preserve the Café Genevieve cabin on the site with the condition that the cabin could be moved to another location on the 135/175 East Broadway properties provided that it still fronted East Broadway. On December 19, 2018, the Commission voted 5-2 to deny the requested rezone, largely due to being unsure about how to evaluate the promises in the deed restriction in a rezoning application. The rezoning request was withdrawn by the applicant before it was presented to the Council.

Approved Zoning Map Amendment:

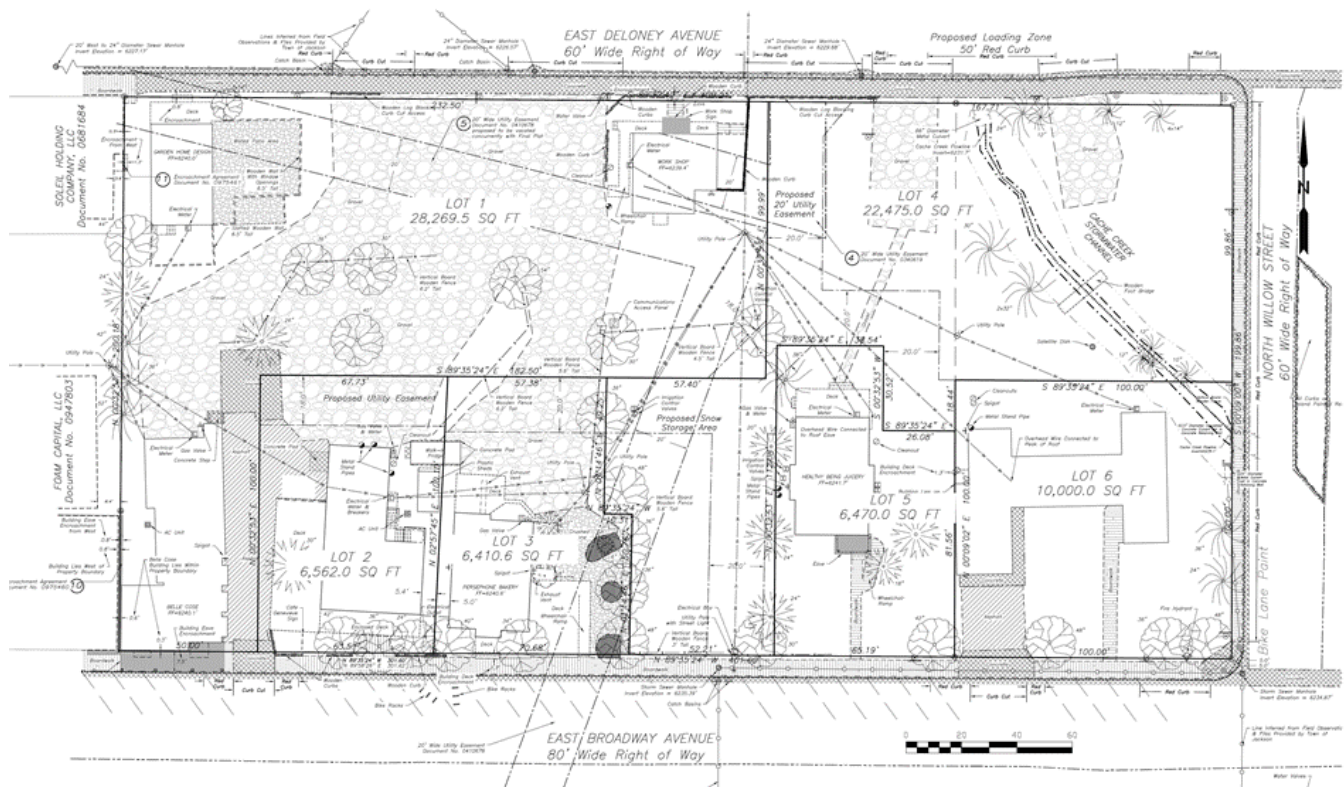
The current owner and applicant applied for a Zoning Map Amendment and on July 15, 2019 the Jackson Town Council voted to approve Items P19-105 & P19-107 to change the eastern and northern portions of 135 and 175 East Broadway Avenue from Urban Commercial (UC) to Downtown Core (DC). This rezone has resulted in two (2) different zoning districts on each parcel, however, the Zoning Map Amendment did not adjust the boundary lot lines in any way which is the subject of this Development Plan application. The final ordinance reading was completed and approved on September 3, 2019. The newly configured zoning is shown above.

The approved Zoning Map Amendment addressed the primary reasons for the Planning Commission's recommendation of denial for the previous request:

- The application addressed the primary concern of Town Council back in 2016 by removing the portion of the property with the three most significant historical structures from the rezone request and left them in the legacy UC zoning district. This allows the District 1: Town Square rezoning and Historic Preservation LDRs to be completed prior to considering the appropriate character zone (new TS zone, DC Zone, other) that should be placed on the retained historical portion of these properties moving forward. Ultimately it is staff's goal to replace Legacy Zones, such as UC, with Character Zones, such as DC, to ensure implementation of the Comprehensive Plan.
- The applicant fit the description of a conservation buyer, having spent much time and consideration on how best to rezone and design the property to ensure the community character elements of the site are maintained.

PROJECT DESCRIPTION

The applicant is pursuing Development Plan approval in anticipation of a Subdivision Plat to subdivide the two (2) parcels into a total of six (6) lots. Please see the site plan below and the larger PDF copy attached to the application for greater detail.



Proposed **Lot 1** is 28,269.5 SF. This is the lot with the greatest future development potential, and is governed by Downtown Core (DC) zoning. The existing businesses fronting Deloney Avenue will remain in place until the current or future owner desires to redevelop all or a portion of the lot. There is no development contemplated as part of this application. Lot 1 benefits from additional floor area allocated in a transfer of habitable floor area from the adjacent lots as part of the Development Plan and as part of the Conservation Easement included in this application. This application proposes that Lot 1 will be entitled a *minimum* of 52,000 SF of habitable floor area, a Floor Area Ratio (FAR) of 1.84, where it would otherwise be limited to the FAR max of 1.3 in the DC zone. In turn, the applicant is extinguishing 37,356 SF of development potential across the site via the Conservation Easement. Please see the table and the Staff Analysis below for a discussion of floor area allocations on site.

Proposed **Lot 2** is 6,562 SF, zoned Urban Commercial (UC), and contains the historic cabin operating as Café Genevieve (1,722 SF). Per the Conservation Easement and habitable floor area contemplated in this Development Plan, the building is entitled to a maximum expansion of an additional 150 SF over existing floor area, representing a max FAR of 0.28 where the UC zone would otherwise allow an FAR of 1.3.

Proposed **Lot 3** is 6,410.6 SF, zoned Urban Commercial (UC), and contains the historic cabin operating as Persephone Bakery (1,189 SF). Per the Conservation Easement and habitable floor area allocation contemplated in this Development Plan, the building is entitled to a maximum expansion of an additional 150 SF over existing floor area, representing a max FAR of 0.21 where the UC zone would otherwise allow an FAR of 1.3.

Proposed **Lot 4** is 22,475 SF, contains no structures, and per the Conservation Easement and habitable floor area allocation of this Development Plan is allotted 0.0 SF of floor area and will remain as greenspace. The extinguishment of development rights on this parcel and the reduced FAR potential on the adjacent lots results in a reduction of 37,356 SF of floor area that could otherwise be developed on the entire site. The lot is split zoned between Urban Commercial (UC) zoning and Downtown Core (DC) zoning. The lot contains the

greenspace fronting East Broadway Avenue between Persephone Bakery and the Healthy Being Café & Juicery, as well as the greenspace behind the Healthy Being Café & Juicery and the residence at 175 E. Broadway (Pillowfluffer) with frontage on North Willow Street and East Deloney Avenue. The two main areas of greenspace are connected as one lot via a narrow connection in the middle of the site. Please see the map on Page 5 or the larger PDF in the applicant submittal for greater clarity.

Proposed **Lot 5** is 6,470 SF and contains the historic cabin operating as the Healthy Being Café and Juicery (1,177 SF). Per the Conservation Easement and habitable floor allocation contemplated in this Development Plan, the building is entitled to a maximum expansion of an additional 500 SF over existing floor area, representing an FAR of 0.26 where the UC zone would otherwise allow an FAR of 1.3.

Proposed **Lot 6** is 10,000 SF and contains a one-story ranch structure (2,412 SF) currently used as a residential rental property. Past uses of the property have included retail and office (aka Pillowfluffer). Per the Conservation Easement and habitable floor area allocation contemplated in this Development Plan, the building is entitled to a maximum FAR of 1.0, or 10,000 SF of habitable floor area. A summary of the habitable floor area allocations by each proposed lot is shown in the table below:

Max FAR	Proposed Gross Site Area	Habitable Floor Area Existing	Max Habitable Floor Area Allowed Under Base Zoning*	Proposed Max Habitable Floor Area per Development Plan and Conservation Easement**
Lot 1 (Belle Cose Garden Home Design Susan Fleming Workshop)	28,270 SF	2,294 SF 812 SF 811 SF ----- Total: 3,917 SF	1.3 FAR 36,751 SF	1.84 FAR 52,000 SF****
Lot 2 (Café Genevieve)	6,562 SF	1,722 SF	1.3 FAR 8,531 SF	0.28 FAR 1,872 SF
Lot 3 (Persephone Bakery)	6,411 SF	1,189 SF	1.3 FAR 8,334 SF	0.21 FAR 1,339 SF
Lot 4 (Greenspace Lot)	22,475 SF	0 SF	1.3 FAR 29,218 SF	0.0 FAR 0.0 SF
Lot 5 (Healthy Being Juicery)	6,470 SF	1,177 SF	1.3 FAR 8,411 SF	0.26 FAR 1,677 SF
Lot 6 (Pillowfluffer)	10,000 SF	2,467 SF	1.3 FAR 13,000 SF	1.0 FAR 10,000 SF
Total	80,188 SF	10,472 SF	104,244 SF	66,888 SF (37,356 SF Extinguished)

* This column represents the maximum floor area that each lot would be entitled to under base zoning absent the FAR allocations contemplated in the Conservation Easement and this Development Plan.

** The landowner's extinguishment of development rights on Lot 4 and the reduced FAR potential on the adjacent lots results in a total reduction of 37,356 SF of habitable floor area that could otherwise be developed on the site under base zoning (104,244 SF).

*** Lot 1 is allocated a minimum of 52,000 SF / FAR 1.84 of above ground floor area exclusive of any allowances or bonuses available in the LDRs

STAFF ANALYSIS

Floor Area/Scale of Development:

The applicant is proposing to extinguish development rights on Lot 4 (greenspace) and significantly limit the potential floor area expansion of the lots with historic structures on them (Lots 2, 3, and 5) thereby preserving additional greenspace and helping preserve the existing historical structures and overall character of the Genevieve Block fronting East Broadway Avenue.

Overall, the total amount of habitable floor area that is contemplated with this Development Plan is significantly less than the amount of floor area that could be built on the site under the base zoning were the site to be scraped and redeveloped. Under that scenario the applicant would be able to develop 104,244 SF of habitable floor area. Instead the applicant is proposing a maximum habitable floor area of 68,888 SF on the site, a reduction of 37,356 SF of potential floor area in total.

Any future development of **Lot 1** will be governed by the Town's design guidelines and the DC zoning (Character Zone) standards, or whichever zoning standards are in place at time of application submittal should the zoning change. Apart from the proposed increase in allowable floor area, any future development will need to comply with all development standards pertaining to height, setbacks, pedestrian frontage requirements, off-street parking, etc. The base FAR proposed in this Development Plan of 1.84 does not preclude an applicant from taking advantage of any additional floor area bonuses such as the Deed Restricted Housing Exemption (Sec. 7.8.3), the Workforce Housing Floor Area Bonus, commonly referred to as the 2:1 Bonus (Sec. 7.8.4), or any other future floor area bonuses/incentives that may be in place at the time of their application within the DC zone or future zoning category.

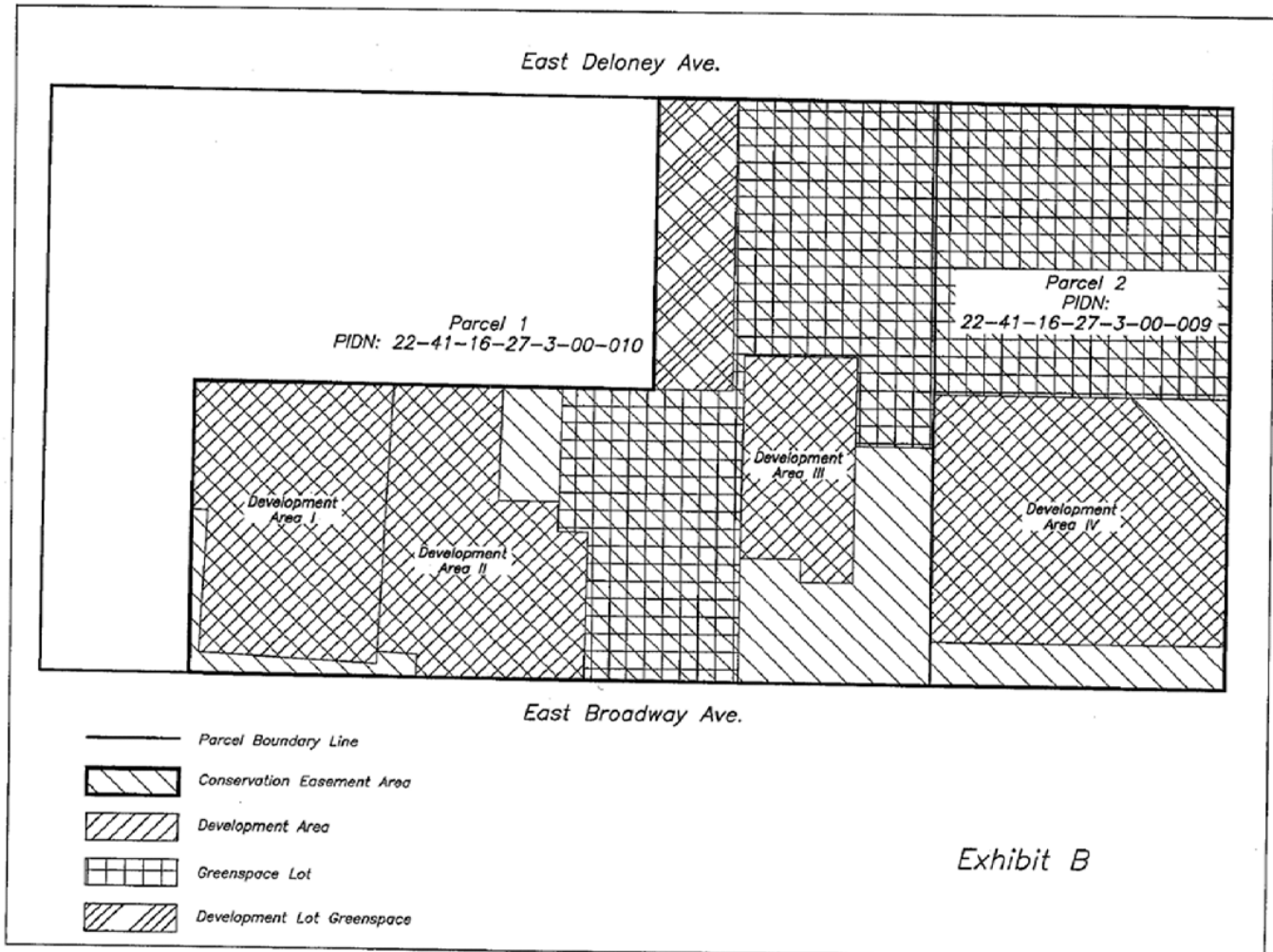
Development of **Lots 2, 3, 5, and 6** will be subject to the Urban Core (UC) (Legacy Zone) zoning district standards, or whichever zoning standards and/or historic preservation regulations are in place at time of application submittal. **Lot 4** is split zoned between the UC and DC zones, however the land owner has extinguished all development potential through the Conservation Easement on this lot. The subject lots are also bound by the self-imposed restrictions laid out in the Conservation Easement (within Applicant Submittal attached to this report). As the Town Attorney has noted in her departmental review,

"The Development Plan approved by Council will control the regulatory development standards on the site. If there is any inconsistency(ies) between the existing Conservation Easement and any amendments thereto, the Development Plan will control the regulatory standards on the site and the subdivided lots (contemplated currently as 1-6). Notably, the Town is not responsible for enforcement of the Conservation Easement".

In other words, the standards laid out in this Development Plan shall govern the development of the proposed lots. Any restrictions on development of Lots 2-6 imposed by the Conservation Easement that are more stringent than those required by the Land Development Regulations or this Development Plan will be the responsibility of the Grantor and Grantee of the easement to enforce on their private property. Similarly, if there are any inconsistencies between development standards within the Conservation Easement or future

amendments to the Conservation Easement that conflict with or exceed allowances of the LDRs, the LDRs shall govern. This is the same position the Town takes in regards to a Homeowners Association's Covenants, Conditions & Restrictions (CC&R's) vis-à-vis the LDRs.

The Conservation Easement applies to Lots 2-6 and establishes Development Areas I, II, III, and IV which roughly correspond to Lot 2 (Development Area I), Lot 3 (Development Area II), Lot 5 (Development Area III), and Lot 6 (Development Area IV) capping the maximum floor area within the Development Areas of the Conservation Easement at 14,888 SF. Exhibit B of the Conservation Easement provides a map of the development areas and greenspace protections covered by the easement. A copy of the map is provided below.



The following is an abridged summary of some of the design and development standards on Lots 2-6 which is detailed more thoroughly in the Conservation Easement itself:

Conservation Easement	Requirement
Maximum Habitable Floor Area*	
Development Area I	1,872 SF
Development Area II	1,339 SF
Development Area III	1,677 SF
Development Area IV	10,000 SF
Total	14,888 SF

Conservation Easement	Requirement
Broadway Avenue Frontage Requirements	The Broadway Avenue frontage of any new structures shall comply with the “Shopfront Frontage” requirements, attached as Exhibit D.
Greenspace Lot Frontage Requirements	The frontage of structures in Development Area IV (Pillowfluffer) that front on the Greenspace Lot (Lot 4) shall have elements of undulation of not less than 5’ to break up an otherwise flat façade and shall have a transparency of at least 40%.
Enclosed Parking	Any parking of vehicles within a Development Area shall be enclosed or underground parking.
Exemption for Relocated Historical Structures	The Grantee may exempt historical structures (recognized by TCHPB) relocated to any Development Area from building material and Conservation Easement frontage requirements provided that the structure(s) complies with maximum floor area limitations.
Transfer of Development Rights/Credits	The Development Plan shall transfer from the Property to the Grantor’s adjacent property (Lot 1) a minimum of 15,250 SF of habitable floor area development from the property so that a total of not less than 52,000 SF of floor area is available for development on Grantor’s adjacent property (Lot 1).

* Excludes basements, but includes any bonus floor area available through any tools in the LDRs such as the Deed Restricted Housing Exemption ([Sec. 7.8.3](#)), the Workforce Housing Floor Area Bonus, commonly referred to as the 2-for-1 Bonus ([Sec. 7.8.4](#)), or any other future floor area bonuses/incentives that may be in place at the time of their application.

Subdivision Standards/Utilities:

The ability to subdivide property by land division is allowed within the UC and DC zones. The minimum lot size in both the UC and DC zone is 5,000 SF. Each of the proposed six (6) lots exceed this minimum lot size requirement (please see the summary of the development standards by each proposed lot under Project Review).

Lots 1-6 will be provided Potable Water Supply and Sanitary Sewer Systems designed in accordance with LDR Standards in [Sec. 7.7.2 & 7.7.3](#) to allow connection to the Town of Jackson water supply and wastewater treatment facilities as shown on the applicant’s Genevieve Block Project Utility Plans. The applicant will be required to provide a Subdivision Improvements Agreement concurrent with final plat. [Per Sec. 7.2.2.A:](#)

The construction of the improvements required in Sec. 7.2.2 shall be the responsibility of the developer and shall be provided for in a Subdivision Improvements Agreement, which shall be approved with the associated plat. The Subdivision Improvements Agreement shall be provided in a manner which is consistent with adopted standards. No improvements shall be made until required plans, profiles, and specifications are submitted and approved for the improvements detailed in Sec. 7.2.2 of the LDRs.; and

The Town shall not have any responsibility with respect to any street, or other improvement, notwithstanding the use of the same by the public, unless the street or other improvement has been formally accepted by the Town.

Landscaping:

The applicant has allocated dedicated greenspace on Lot 4 and within adjacent lots around each Development Area that is well in excess of the requirements of the LDRs for the UC zone. Lot 1 is within the DC zone which has no landscape surface ratio requirement. The amount of landscaping on Lot 1 will be determined during the review of permits for physical development if and when that occurs. The applicant provides the following existing landscape surface ratios per lot to demonstrate compliance with the LDRs. These are not the required Landscape Surface Ratio per lot. While the majority of lots are subject to the minimum LSR requirement of .10 and meet that requirement, the effective greenspace for the project will be controlled by the proposed FAR allocations and terms/conditions of the Conservation Easement.

	Landscape Surface Ratio Requirement	Total LSR per Existing Conditions
Lot 1 (Belle Cose Garden Home Design Susan Fleming Workshop)	N/A*	TBD
Lot 2 (Café Genevieve)	.10	0.14
Lot 3 (Persephone Bakery)	.10	0.29
Lot 4 (Greenspace Lot)	.10	1.00
Lot 5 (Healthy Being Juicery)	.10	0.70
Lot 6 (Pillowfluffer)	.10	0.64

* The DC zone does not have an LSR requirement

Setbacks:

The proposed lot configurations conform to setbacks for the UC and DC zone for the existing structures. While the structure on proposed Lot 6 (Pillowfluffer) is an existing nonconforming structure to the side yard setback, the proposed side yard lot line is the same as the existing lot line and therefore there is no increase in the nonconformity. Any future development on Lot 6 that replaces the existing structure will need to conform to the UC zone setbacks and other development standards. In that respect, all future development on any lot is subject to the development standards, (i.e. height, setbacks, etc.) of the zone in which it is located at the time of submittal.

Natural Resources:

The properties do not lie within either the Natural Resources Overlay (NRO) or the Scenic Resources Overlay (SRO). However, Cache Creek stormwater channel runs through the northeastern corner of the property through the upper right-hand corner of proposed Lot 6 and across the center of the northern portion of proposed Lot 4 (greenspace). The Town has plans to tube and realign Cache Creek through this portion of town within the right-of-way from East Broadway Avenue north along North Willow Street and King Street

towards the Recreation Center where it will connect with the completed Phase 1A North King Street Extension.

The applicant has stated that because the Town plans to relocate the existing Cache Creek stormwater channel into the Cache Creek Tube that there is therefore no setback required from the channel. The LDRs require a setback of 15' from any irrigation ditch, and per Sec. 5.1.1 *Cache Creek is only considered a stream south of its crossing of Cache Creek Drive. Where it is above ground north of Cache Creek Drive it is considered a ditch.* Therefore, the Cache Creek stormwater channel requires a 15' setback until such time that the Cache Creek Tube is completed, which the Town Engineer estimates to be fall of 2020. Should the applicant maintain a portion of the water rights to the former stormwater channel for the purposes of providing an aesthetic landscape water feature after the Cache Creek Tube is completed, the 15' setback would not be applicable as the feature would no longer be considered a ditch.

Pedestrian Frontages:

The subject site has three frontages along East Broadway Avenue, North Willow Street, and East Deloney Avenue all with existing attached sidewalks. Lot 1 is in the DC zone and will require a pedestrian frontage of either covered walkway or trees in grates, to be determined by the Planning Director at the time of development of the lot. The pedestrian frontage for the current UC properties will be determined by the updated zoning provided as part of the District 1/Historic Preservation LDR update.

Affordable and Workforce Housing:

The applicant intends to allocate credits for affordable workforce housing from the lots which contain historic structures subject to the Conservation Easement across the subdivision but primarily to the development lot, Lot 1. Sec. 6.3.3.C.3 Exemptions: Historic Building states:

Historic Building. Use of a building included on the Teton County Historical Preservation Board list of historically significant properties, or that is otherwise deemed in writing by the TCHPB to be historically significant. In addition, if a historic building is used in its historic location, floor area elsewhere on the site equal to the amount of historic floor area used on-site is also exempt.

Based on Sec. 6.3.3.C.3, each of the historic structures is entitled to an expansion of floor area elsewhere on site equal to the amount of the existing historic floor area of the structure and that additional floor area is exempt from the workforce mitigation requirements in Div. 6.3. By establishing the FAR maximums for each Development Area within the conservation easement, the applicant has restricted those historic properties to modest expansions of 150 SF for Café Genevieve, 150 SF for Persephone, and 500 SF for Healthy Being Juicery, and allocated enough credit for affordable workforce housing to fully cover future mitigation requirements for each property for the purposes of expansion. The remaining credit for those properties has been reallocated to Lot 1 for future development and a portion has been allocated to Lot 6 (Pillowfluffer) for redevelopment. The Planning Director and the Housing Department have both reviewed this transfer of credit across the subdivided lots and supported the reallocation, finding it consistent with the intent of Sec. 6.3.3.C. All future development on any lot in the subdivision will need to submit a Housing Mitigation Plan that demonstrates compliance with the apportionment of housing credits. Development that exceeds the apportioned credits on a lot will need to mitigate that floor area pursuant to Div. 6.3. The following table shows the existing credits by highest historical use on site and the allocation of affordable workforce housing credit by lot:

	Existing Floor Area	Highest Use Since 1995	Credit for Existing Use (units)	Credit for Historic Structures (equivalent to existing floor area)	Total Existing Credit per Use (units)	Proposed Allocation of Credits for Future Development (units)
Lot 1 Belle Cose Garden Home Design Susan Fleming Workshop	2,294 SF 812 SF 811 SF	Retail Retail Retail	0.998 0.350 0.349 ----- Total: 1.697	N/A N/A N/A	0.988 0.350 0.349	6.900
Lot 2 Café Genevieve	1,722 SF	Restaurant/Bar	2.062	2.062	4.124	0.180
Lot 3 Persephone Bakery	1,189 SF	Retail	0.512	0.512	1.024	0.180
Lot 4 Greenspace Lot	0 SF	N/A	0.000	N/A	N/A	0.000
Lot 5 Healthy Being Juicery	1,177 SF	Retail	0.507	0.507	1.014	0.599
Lot 6 Pillowfluffer	2,016 SF 451 SF	Office Office	0.995 0.223	N/A N/A	0.995 0.223	1.218
Total:	10,472 SF		5.996	3.081	9.077	9.077

The applicant has allotted Lot 1 with 6.9 units as credit for future development. This translates to a credit equivalent to roughly 34 one-bedroom conventional lodging units, approximately 14,000 SF of office space, or approximately 5,750 SF of restaurant space under the current affordable workforce housing calculations. The historic structures on Lots 2, 3, and 5 have each been allocated enough credit for an expansion of 150 SF, 150 SF, and 500 SF, respectively, calculated at the rate for restaurant/bar use in anticipation of any change of use from retail to restaurant in the future. Lot 6 has been allocated 1.218 units of credit which is equivalent to approximately 2,500 SF of office space under the current affordable workforce housing calculations. Should the structure on Lot 6 be removed and replaced with a historic structure included on the Teton County Historical Preservation Board list of historically significant properties from elsewhere in town, that structure would be exempt from Div. 6.3 and the lot owner would still have a credit of 1.218 units for any additional development on the lot as the double floor area exemption for historic structures only pertains to historic structures in their original historic locations.

Access/Loading Standards:

Proposed internal access to the site is via a service drive off of East Deloney Avenue. The service drive is restricted to trash pick-up and non-vehicular loading activities. The service drive is insufficient for loading and unloading of commercial trucks and fire/access. The applicant intends to remove the existing service access adjacent to Café Genevieve at the completion of development on Lot 1 which may not occur for many years. The Fire Chief has confirmed that a fire access turnaround is not required within the service access drive because the length of the block north to south is only 200 feet, therefore any structure on site can be

accessed from the road within the limitations of 150 feet for fire hose extensions. Any new structures that are built in excess of 5,000 SF will require fire sprinkling.

The applicant has proposed an on-street loading zone along the northeast portion of the site on East Deloney Avenue which will remove 4 on-street spaces. As mentioned above, the proposed internal access to the site is restricted to trash and recycling services, maintenance vehicles, and business owner uses. However, Per Section 2.2.10.E DC Zone Additional Zone Specific Standards:

Loading Requirement. Sufficient off-street loading facilities must be provided. The requirements of Sec. 6.2.2.E. are not applicable. The applicant must address how their specific loading needs are being met in the proposed application.

Given the goals of preserving greenspace and historic character of the block the Planning Director has determined that requiring off-street loading facilities is not necessary in this instance. The Planning Director has determined that the applicant's plan provides sufficient loading given the demand and that the on-street loading proposed is sufficient. The proposed loading area will require the Town to sign and enforce a commercial loading area that has removed public on-street parking for all business downtown for the benefit of the businesses on the Genevieve block. All owners of the lots are aware/will be made aware prior to purchasing a lot of this loading plan and will have to make accommodations to provide pick-up and drop off services to their property.

Parking:

Required parking for lots 1-6 is subject to the zone specific standards for UC and DC zoning. Additional zone specific standards are found in Sections E (Sec. 2.3.2.E & Sec. 2.2.10.E) in regards to provision of nonresidential, nonlodging parking for both respective zones in the LDRs. The subject properties have existing legacy uses which have established parking credits per the 2005 Town of Jackson Parking Credit Table reflecting 1988 uses as well as documented fees-in-lieu paid for parking. Similar to the affordable workforce housing credits, the applicant seeks to formally recognize and reallocate existing parking credits across the subdivided lots, though primarily to Lot 1 for the benefit of future development for nonlodging and nonresidential uses. Staff has reviewed the proposed reallocation of parking credits by lot and maintains that fees-in-lieu paid for things like outdoor deck seating (i.e Café G and Persephone) must remain with the business while the use is in operation and cannot be transferred to Lot 1 at this time. The applicant has provided a revised Parking Allocation table which is attached to this report as Supplemental Information demonstrating the deck space calculations for Café Genevieve and Persephone's parking needs. The following two tables show the existing parking credits by type and the allocation of parking credit by lot for the existing lot configurations and as proposed following subdivision:

Existing Parking Allocation:

	Existing Floor Area	Highest Use Since 1995	Required Parking by Use	On-Street Parking Spaces	TOJ Parking Credits	Parking Fee-in-Lieu	Total Parking Existing
135 East Broadway				33			
Belle Cose			2.29		8.81	7	33
Garden Home Design			0.81				15.81
Susan Fleming Workshop			0.81				
Café Genevieve			11.53		27.64	20	47.64
Persephone			0.59				
Healthy Being Juicery			1.18		4.71		4.71
175 East Broadway				5			
Pillowfluffer	2,467 SF	Residential	2.00		6.43	2.38	5
							8.81
Total:	10,472 SF		19.21 (20)	38	47.59	29.38	114.97

Proposed Parking Allocation:

	Existing Floor Area	Highest Use Since 1995	Required Parking by Use	On-Street Parking Spaces	TOJ Parking Credits	Parking Fee-in-Lieu	Total Parking Allocation Proposed per Lot
Lot 1							
Belle Cose	2,294 SF	Retail	3.91	3	19.59	15	47.59
Garden Home Design	812 SF	Retail		5			
Susan Fleming	811 SF	Retail		5			
Lot 2							
Café Genevieve	1,722 SF (1,152 SF deck)	Restaurant/ Bar	25.77	4	10	12	26
Lot 3							
Persephone Bakery	1,189 SF (558 SF deck)	Retail	7.74	7	7		12
Lot 4							
Greenspace Lot	0 SF	N/A	0.000	2			2
Lot 5							
Healthy Being Juicery	1,177 SF	Retail	2.65	5	11		16
Lot 6							
Pillowfluffer	2,467 SF	Residential	2.00	3		2.38	7.38
Total:	10,472 SF		42.07	34*	47.59	29.38	110.97

* 4 on-street spaces along the northeast portion of the site on East Deloney Avenue proposed to be removed for on-street loading location.

Nonconformities/Encroachments:

There are no nonconforming uses on the subject property. No new or greater physical nonconformities are created as a result of the proposed subdivision. The structure on proposed Lot 6 (Pillowfluffer) is an existing physically nonconforming structure to the side yard setback. Because the proposed side yard lot line is the same as the existing lot line there is no increase in the nonconformity. Any future development on Lot 6 that replaces the existing structure will need to conform to the UC zone setbacks and other development standards. Nonconforming trash enclosures, storage sheds, and parking setbacks from East Deloney Ave will be addressed prior to Subdivision Plat recordation.

There are existing encroachments on various buildings on both 135 and 175 E Broadway Avenue that will be addressed in separate applications for Encroachment Agreements concurrently with application for a Subdivision Plat. Those encroachments include the Belle Cose building covered boardwalk, and decks for Café Genevieve, Persephone, Garden Home Design, and the Susan Fleming Workshop. Encroachment Agreement Documents 0975460 and 0975461 are in place for encroachments from properties to the west onto Lot 1 (stairs from the NW parcel and an eave from the SW parcel).

PLANNING COMMISSION

The applicant appeared before the Planning Commission on January 2nd, 2020, which voted unanimously 4-0 to recommend approval of the request to Town Council (Commissioners Wilson and Petri were absent). In discussion the Planning Commission debated the merits of the proposed on-street loading zone off of East Deloney Avenue and the proposed internal access to the site. Commissioner Smitts had concerns regarding the removal of four on street spaces to accommodate the proposed loading zone and suggested keeping the spaces with signage to denote loading and unloading times.

The applicant addressed the internal circulation and on-street loading proposed, clarifying that the internal access also functions as a utility corridor for storm water and sewer connections with limited vehicular access for trash/recycling and grease trap cleanout. The applicant clarified that at such time that Lot 1 is developed, the existing businesses fronting Broadway would unload deliveries from the proposed loading zone off of Deloney and then utilize hand trucks to bring deliveries on site via the service access corridor. In addition, the applicant contends that the proposed loading zone may potentially serve the greater downtown area such as businesses located on Center Street which currently have no dedicated loading area.

In discussion the Planning Commission also sought to clarify how the allocation of floor area, i.e. the ‘transfer of development rights’ to Lot 1 worked. The Planning Director clarified that this is different from a traditional transfer of development rights between separate parcels (i.e. a transfer of development rights from a rural parcel to an in-town lot). Instead, this proposal is a transfer of development potential within a single site under common ownership which shifts the allowable FAR across the site but does not increase the overall allowable FAR of the site in total. In addition, the Planning Director clarified that the Workforce Housing Floor Area Bonus, i.e. the ‘2:1 Bonus’, could be utilized by an applicant for development of Lot 1 in the future to achieve an FAR greater than the 1.84 allocated for the purposes of providing market rate and deed restricted housing. The Planning Director also noted that the increase in base FAR for Lot 1 does not change the size of a building that could be built on site in conjunction with the 2:1 Bonus tool, rather it allots a greater amount of floor area that could be commercial uses (1.84 FAR vs. 1.3 FAR), with the remaining available floor area to ‘fill in the box’ available for housing via the 2:1 tool.

PUBLIC COMMENT

Staff has not received any public comment at this time.

LEGAL REVIEW

Complete.

STAFF FINDINGS

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

1. *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 #2 Town Commercial Core, specifically Sub-area 2.3 Downtown Commercial Core of the 2012 Comprehensive Plan. The following is the desired future character for Subarea 2.3:

Sub-area 2.3 Downtown Commercial Core: this large, mixed use, TRANSITIONAL Subarea currently consists of a variety of retail, restaurant, office and other commercial activities, along with long-term residences and lodging in a variety of building sizes and forms. Downtown is the center of civic, cultural, economic, and social activity in the community as well as the center of the visitor experience, as a significant amount of lodging is located here. The existing character and built form is varied and inconsistent. The goal of this subarea is to create a vibrant mixed use area by accommodating a variety of uses and amenities. The subarea will be the starting point for the development of a refined Lodging Overlay boundary and future discussion of the type and size of lodging desired. A key challenge will be to provide a balance between lodging and long-term residential housing. Future structures will be predominantly mixed use, while multifamily structures will be allowed if it properly addresses the street. Commercial uses that create an active and engaging pedestrian experience will be predominantly located on the first and second floors of buildings. Examples of these uses include restaurants, bars, a variety of retail shops and commercial amusement. Furthermore, as portions of the subarea will be located within a future Downtown Retail Shopping District, uses such as office, residential and lodging will be predominantly located on upper floors. A goal of this subarea will be to create a consistent building size and form. In the future, a variety of two to three story buildings are desired. Buildings should be located to create an attractive street wall and take advantage of good urban design principles including massing, articulation and the provision of public space. The pedestrian realm will be of great importance in this mixed use subarea, and emphasis should be placed on adding improvements focusing on the pedestrian experience. Parking should continue to be provided predominately in public lots and on street to create a vibrant, walkable area that is oriented to the pedestrian. On-site parking should be predominantly underground or screened from view. Future redevelopment should enhance the Flat Creek corridor for recreational and ecological purposes. Buildings should front onto the creek to provide opportunities for interaction and enjoyment of this community resource.

Complies. The proposed Development Plan is consistent with the desired future character for Subarea 2.3. More specifically, the proposal preserves the existing character of the historic Genevieve Block which is beloved by locals and visitors alike as a center of civic, cultural, economic, and social activity in the community. The Genevieve Block is a primary contributor to the visitor experience in the downtown and the proposed Development Plan keeps that character intact.

In addition, staff finds that the application should be reviewed for consistency specifically with subarea 2.3 Downtown Commercial Core which states as follows as the desired vision for the subarea:

The proposed application is located in Character District #2 Town Commercial Core, specifically Sub-area 2.3 Downtown Commercial Core 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 2 as follows:

Common Value 1: Ecosystem Stewardship

The Comprehensive Plan does not list any applicable policy objectives for this Common Value in District 2. Nonetheless, the applicant has proposed a Development Plan which preserves considerable greenspace in the heart of town.

Complies.

Common Value 2: Growth Management

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

Complies. The DC zone allows use of the Workforce Floor Area Bonus (2:1 tool) to encourage development of housing for the local workforce.

4.1.d: Maintain Jackson as the economic center of the region

Complies. Although no development is proposed with this application, the DC and UC zones are intended to support mixed-use development which includes commercial spaces that serve local businesses, residents and visitors. Furthermore, this Development Plan helps preserve the historic structures fronting East Broadway Avenue and the businesses that are major attractions for locals and visitors alike all year.

4.2.c: Create vibrant walkable mixed use subareas

Complies. The proposed Development Plan preserves the human-scale walkable mixed use character of the historic structures fronting East Broadway Avenue. The required pedestrian frontage standards of the DC zone that will apply to Lot 1 if and when it is developed will better achieve this policy than the current UC zone. The pedestrian frontage for the current UC properties will be determined by the updated zoning provided as part of the District 1/Historic Preservation LDR update.

4.2.d: Create a Downtown Retail Shopping District

Complies. Although no development is proposed with this application, the DC and UC zones are intended to support mixed-use development which includes commercial spaces such as retail that serve local businesses, residents and visitors. The existing businesses on site currently are classified as retail and sell wares in addition to food and beverage.

4.2.f: Maintain lodging as a key component in the downtown

Not Applicable. There is no physical development proposed, however the property will remain in the Lodging Overlay.

4.4.b: Enhance Jackson gateways

Not applicable.

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

Complies. The applicant has preserved the open space via a Conservation Easement in perpetuity on site.

Common Value 3: Quality of Life

Policy 5.2.d: Encourage deed-restricted rental units

Complies. While there is no physical development proposed, the DC zone will allow for the use of the Workforce Housing FAR Bonus not allowed in the UC zone.

6.2.b: Support businesses located in the community because of our lifestyle

Complies. The proposed Development Plan and Conservation Easement help support the existing locally owned and locally popular businesses on East Broadway Avenue.

6.2.c: Encourage local entrepreneurial opportunities

Not applicable. There is no physical development proposed.

6.3.a: Ensure year-round economic viability

Not applicable. There is no physical development proposed.

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

Not applicable. There is no physical development proposed.

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

Not applicable. The property is not located within the Natural Resource Overlay (NRO) or Scenic Resources Overlay (SRO).

3. *The proposed project does not 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 proposed project will not have significant impacts on public facilities and infrastructure.

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

Not applicable. There is no physical development proposed with this application. However, the applicant has proposed design standards and frontage requirements in keeping with the Town of Jackson LDRs as part of the Conservation Easement.

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

Complies. Staff finds that the application meets the relevant standards of the LDRs.

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

Not applicable. There are no standards or conditions of prior permits or approvals that pertain to this request.

ATTACHMENTS

Departmental Reviews
Supplemental Information December 27, 2019
Applicant Submittal

RECOMMENDATIONS/ CONDITIONS OF APPROVAL

The Planning Director and the Planning Commission recommend **approval** of a Development Plan for the subdivision of two (2) parcels into six (6) lots for the properties located at 135 & 175 East Broadway Avenue, subject to the departmental reviews.

SUGGESTED MOTIONS

Based upon the findings as presented in the staff report and as made by the applicant as set forth in Section 8.3.2.C (Development Plan) of the Land Development Regulations relating to 1) Consistency with the Comprehensive Plan; 2) Achieves purpose of NRO & SRO overlays; 3) Impact of public facilities & services; 4) Complies with the Town's Design Guidelines; 5) Compliance with LDRs & Town Ordinances; 6) Conformance with past permits & approvals I move approve Item P19-249, Development Plan for the subdivision of two (2) parcels into six (6) lots for the properties located at 135 & 175 East Broadway Avenue, subject to the departmental reviews.

PLANNING

Project Number	P19-249	Applied	11/4/2019	STOL
Project Name	DevPlan - Genevieve Block	Approved		
Type	DEVPLAN	Closed		
Subtype		Expired		
Status	STAFF REVIEW	Status		
Applicant	Cirque Consulting	Owner	CAFE G, LLC	
Site Address		City		State Zip
135 E BROADWAY AVENUE		JACKSON	WY	83001
Subdivision		Parcel No	General Plan	
		22411627300010		

Type of Review	Status	Dates			Remarks
		Sent	Due	Received	
Contact					
Notes					
Building	APPROVED	11/27/2019	12/11/2019	12/3/2019	
Kelly Sluder					

Fire	NO COMMENT	11/27/2019	12/11/2019	12/11/2019	
Kathy Clay					

Joint Housing Dept	APPROVED W/CONDITI	11/27/2019	12/11/2019	12/18/2019	See notes
Stacy Stoker					
(12/18/2019 3:57 PM SAS)					

Since no housing requirements are generated by subdivision, the Housing Department has no comments for the plan to subdivide the block. However, there is also included in this application a plan for future development and allocation of credits.

For future development applications, a complete housing mitigation plan will be required to be submitted.

For future development that generates units as a housing requirement, the units shall meet the Livability Standards in the Jackson/Teton County Housing Department Rules and Regulations. A complete Livability Standards Questionnaire shall be submitted to the Housing Department and approved prior to submitting for building permit.

The Housing Department will provide restrictions to record on any required housing unit. The Housing Department shall inspect the units and the restrictions shall be recorded at the expense of the owner prior to issuance of Certificate of Occupancy.

Legal	APPROVED W/CONDITI	11/27/2019	12/11/2019	12/13/2019	
Lea Colasuonno					
(12/13/2019 3:15 PM LC)					

1 - A Subdivision Improvement Agreement needs to be drafted and approved by Council prior to Final Plat.
 2 - Encroachments need to identified and agreements drafted and reviewed and approved by Council prior to approval Final Plat.
 3 - The Development Plan approved by Council will control the regulatory development standards on the site. If there is any inconsistency(ies) between the existing Conservation Easement and any amendments thereto, the Development Plan will control the regulatory standards on the site and the subdivided lots (contemplated currently as 1-6). Notably, the Town is not responsible for enforcement of the Conservation Easement.

Parks and Rec	APPROVED	11/27/2019	12/11/2019	12/12/2019	see notes
Steve Ashworth					

Type of Review	Status	Dates			Remarks
		Sent	Due	Received	
Contact					
Notes					
Comments from Parks & Recreation/Urban Forestry:					
• Due to the property location and number of large/old growth trees on the property, P&R would recommend a Root Zone Protection plan be requested to avoid root damage, grade changes, compaction, etc. for existing trees that will remain after construction. Parks Manager/Urban Forestry Manager would be willing to provide recommendations. Not required but recommended.					
Pathways		11/27/2019	12/11/2019		
Brian Schilling					
.....					
Planning	APPROVED W/CONDITI	11/27/2019	12/11/2019	12/17/2019	
Brendan Conboy					
.....					
Police	NO COMMENT	11/27/2019	12/11/2019	11/27/2019	
Todd Smith					
(12/2/2019 12:14 PM STOL)					
No concerns from the Police Department at this time.					
Thanks,					
Todd					
.....					
Public Works	APPROVED W/CONDITI	11/27/2019	12/11/2019	12/24/2019	
Brian Lenz					

Type of Review	Status	Dates			
		Sent	Due	Received	Remarks
Contact					
Notes					
(12/24/2019 12:46 PM BTL)					
Development Plan – APPROVED w Conditions					
P19-249					
ADDRESS: 135-175 East Broadway					
OWNER: Café G, LLC					
APPLICANT: Cirque Consulting, George Putnam					
12/24/2019					
Brian Lenz, 733-3079					
DATE OF SUBMITTAL: 11/27/2019					
DATE OF MATERIALS: Civil 11/1/2019					
REVISION NO.: 00					

The engineering division has reviewed your application for a DEVELOPMENT PLAN submitted on and with application materials as dated above.

*The following comments are being provided for use in preparation of future applications and are required for sufficiency.

CONDITIONS OF APPROVAL:

1. No significant issues have been identified with the proposed work within the right-of-way, but the applicant shall conduct a Grading Pre-application with the Town Public Works to review the water supply, sewer collection, buried utilities, sidewalks, striping and signage, coordination with Town infrastructure improvements, and the project in general.
2. The proposed access to Deloney shall be restricted to a service and utility access.
3. Each lot shall be provided with an individual water service and exterior shutoff. Town of Jackson shall be granted access to the property to shutoff water in accordance with Town of Jackson Municipal Code for delinquency or in the event of an emergency.
4. Provisions for natural gas service to the properties through the utility easement shall be provided.
5. Existing curb cuts should be removed and replaced with full curb and sidewalk/boardwalk as the driveways they serve are removed.
6. The Developer is responsible for maintaining any flows through the existing Cache Creek Diversion crossing the property.
7. Any future landscaping shall be selected, located, and sized to not interfere with use of the public sidewalk.
8. Developer shall provide a new light and control pedestal where the existing light and controls on Broadway are located. An easement may be required.
9. Developer shall provide for the heat cable service for the stormwatermain located on Broadway. Controls may be combined with the lighting control pedestal conditioned above.
10. Developer shall provide any additional conduits necessary for existing or future communications across Deloney and under the Cache Creek Tube.
11. Developer shall be responsible for a manhole connection to the Town's Sewer system.

COMMENTS ON THE DEVELOPMENT PLAN

1. The proposed service access to Deloney does not meet the 125 feet offset centerline to centerline standard for streets entering at opposite sides of a street (LDR 7.6.4.M.4) for King Street to the west. During pre-application the applicant stated that this access would just be a service and utility access and not used for regular vehicular traffic to the development. Public works finds this use acceptable.
2. Where building space is feasible water meters must be installed within the building. Future services to future undeveloped lots are not preferred.
3. The Town is planning to lower the Cache Creek Tube approximately two feet, which would cut off water supply to the existing open ditch across the property. Town Engineering has discussed this with the applicant and they are reviewing their options to maintain a seasonal water flow.
4. Existing vegetation along the public boundary (specifically the Deloney sidewalk) regularly interferes with the use of the sidewalk and is difficult to manage. Public works staff recommends removing existing vegetation and replacing with more appropriate landscaping.
5. The Town is planning to install a new sewer main in Deloney in 2020. Coordinate with the Town for installation of the manhole serving the development. The Town is considering a Developer supplied Town installed manhole alternative.
6. Utilize Town details where applicable in future construction drawings. Note that the sidewalk thickness for drive access is 6-inches.
7. Provide a water main under the Cache Creek Tube large enough to provide water supply to the future Lot 1 Development. The

Type of Review	Status	Dates			Remarks
		Sent	Due	Received	
Contact					
Notes					
Town standard for water mains is Ductile Iron Pipe.					
8. Deliveries for this project may require delivery trucks to park on or back across Deloney.					

COMMENTS FOR FUTURE SUBMITTALS

TOJ CODE

A construction-staging narrative shall be submitted for review and approval with the Grading Permit application.

Plans provided shall show all work to be completed within the Town's right-of-way.

Show all encroachments into the Town's right-of-way or easements. Encroachment agreements are required for encroachments of buildings, retaining walls, foundations, canopies, balconies, roofs, shoring, etc.

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 abandoned at the main during the demolition phase of the project.

Provide the Town's Standard Permit Conditions on all construction plans.

LAND DEVELOPMENT REGULATIONS

Development shall comply with the physical development standards for its zoning.

5.1.2 Wildlife Friendly Fencing: Show location and height of fencing. No fencing is allowed within the right-of-way. Protect sight triangles at intersections.

5.1.1 Natural Resource Setback: Provide a plan that shows compliance with these setbacks.

5.5 LANDSCAPING STANDARDS

Provide a plan that complies with the LDRs and does not interfere with use of the public way.

5.7 GRADING, EROSION CONTROL, AND STORMWATER

5.7.1 Grading Permit Required: Provide information on how the application will comply with this section for utility installation.

5.7.2 Grading Standards: Provide a grading plan that shows compliance with this section. Plan shall include existing and proposed site contours with elevation labels, spot elevations, high and low points, grade breaks. Provide easements for grading proposed on adjacent properties.

5.7.3 Erosion Control Standards: Provide an erosion control plan that shows compliance with this section.

5.7.4 Stormwater Management Standards: Provide calculations, sizing, and an erosion control plan that shows compliance with this section.

6.2 PARKING AND LOADING STANDARDS

6.2.2 Required Parking and Loading: Provide a plan that shows the proposed parking in compliance with this section. Include location and dimension of parking spaces, accessible spaces, including van accessible spaces, and bicycle parking. For uses that require deliveries, show the proposed loading facilities.

6.2.5 Off-Street Parking and Loading Design Standards: Provide a parking plan in compliance with this section. Include surface materials and drainage plans, access and circulation, and snow storage.

6.4 OPERATIONAL STANDARDS

6.4.1 Outside Storage: Provide a Construction Management Plan / Narrative, for any offsite storage address compliance with this section.

6.4.3 Noise: Provide a statement to address compliance with this section.

6.4.4 Vibration: Provide a statement to address compliance with this section.

7.2 SUBDIVISION STANDARDS

7.2.2 Standards Applicable to all Subdivisions

7.2.2.A Subdivision Improvements:

1. Provide plans and specifications for roads, streets, alleys, sidewalks, and pathways including street light, signage, and markings.

Type of Review	Status	Dates			Remarks
		Sent	Due	Received	
Contact					
Notes					
2.					Provide a sanitary sewer wastewater plan.
3.					Provide a water supply plan.
4.					Provide a storm drainage plan, basins, calculations, treatment method. Stormwater discharged to a public storm sewer or right of way requires treatment. Wyoming DEQ 5D2 permits are required for subsurface discharges.
5.					Provide an irrigation plan or statement.
6.					Provide a plan for all other utilities, such as telephone, cable TV, electric, fiber, gas.
7.					Provide a plan for permanent reference monuments, property corners, etc.
8.					Permits are required prior to construction of development improvements.
9.					All improvement shall be designed by a professional engineer licensed to do such work in the State of Wyoming.
10.					The Town Council may require installation and construction of utilities, pavement and other land improvements in excess of subdivision design needs, to assure adequate service to future development areas.

7.6 TRANSPORTATION FACILITY STANDARDS

7.6.2 Access to Roads, Streets and Highways: Provide a plan showing the point of access. Show compliance with the standards for access and justification for access to collector and arterial roads.

7.6.3 Streets Alleys and Easements: Provide a plan showing all proposed streets, alleys, and easements. Show compliance with the general standards, extension, engineering access, right-of-way, pavement widths, urban and rural classification, alignment, profile, grades, and intersections.

7.7 – REQUIRED UTILITIES

7.7.2 Potable Water Supply:

1. Provide a water supply plan.
2. Provide right-of-way or easements as required.
3. State whether the water system will be privately or publicly owned. Water services over 2-inch in diameter require engineering design. Water mains larger than 8-inch and or longer than 250 feet require a Wyoming DEQ permit.

7.7.3 Sanitary Sewer System:

1. Provide a sanitary sewer wastewater plan.
2. Show compliance with state regulations, construction standards, maximum allowable infiltration, connections for lots of record, provisions for system expansion.
3. State whether the sewer system will be privately or publicly owned.

7.7.4 Irrigation System:

1. Provide an irrigation plan when the system is for the entire development or the system will be owned by the Town. For all systems provide the irrigation water demand, type of backflow preventer, location, and whether irrigation will be metered separately from domestic.
2. Show compliance to standards for any alteration of an irrigation ditch.

7.7.5 Other Utilities:

Provide a plan for all other utilities, such as telephone, cable TV, electric, fiber, gas. All utilities shall be installed underground. Provide right-of-way or easements as required. Show that private utilities can be located on private properties, e.g. transformers.

7.7.6 Fuel Storage Tanks:

Provide a plan showing any buried fuel storage tanks. All fuel storage tanks for private residential use, except for LP (liquid petroleum) gas and kerosene, shall be underground. All fuel tanks shall meet setbacks for accessory structures in the applicable zone, and no fuel may be buried within 50 feet from any stream, excluding irrigation ditches.

(12/24/2019 12:46 PM BTL)

The following conditions should be included in all construction documents.

PERMIT CONDITIONS OF APPROVAL

1. Prior to the start of construction activities approved herein, the applicant/contractor shall contact the Engineering Department and schedule a pre-construction meeting. Failure to meet with the Engineering Department prior to the start of construction activities may result in stoppage of work on site.
2. The integrity of the existing water and sanitary services shall be verified prior to new connections being made and abandoned

Type of Review	Status	Dates			Remarks
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Contact					
Notes					
services shall be verified when being capped at the main. Please call 733-3079 to schedule inspection. Sanitary sewer services shall be video inspected for verification at applicant/owner's expense. 3. The applicant will provide verbal notice of any changes or modifications that are not consistent with the terms and conditions of this permit to the Town Engineering department at 307 733-3079. Re-submittal of plans may be necessary and will need to be approved prior to occupancy. Additional written notice or information be submitted through the Town's Building Department and additional review fees may apply. 4. Construction site delineation fencing should be placed around the project and provided as needed to protect the public from hazards during construction. The fence shall remain in place and intact from the beginning to completion of the project or as needed for safety. Fencing shall not interfere with Town snow plowing operations. 5. All public streets shall be maintained clear of debris during construction. Should debris be tracked onto public streets from the construction site, it shall be the contractor's responsibility to clean the affected streets immediately. 6. An encroachment permit shall be required for any work occurring within the Town's right-of-way. 7. Install all control measures as identified in the approved grading and erosion control plan. 8. Maintain all road drainage systems, stormwater drainage systems, erosion control measures, and other facilities identified in the grading and erosion control plan. 9. Repair the erosion damage to adjoining surfaces and drainage ways resulting from land developing or disturbing activities. 10. Inspect the erosion control measures after each rain and at least once each week and make needed repairs. 11. Allow the Town Engineer to enter the site for the purpose of inspecting compliance with the erosion control plan or for performing any work necessary to bring the site into compliance with the erosion control plan. 12. Keep a copy of the erosion control plan on the site. 13. Grading plans required to be prepared by a professional engineer or landscape architect shall also require inspection and certification of compliance by the same design professional. 14. No construction equipment or materials shall be stored in the Town's right-of-way. 15. All survey monuments removed or disturbed during construction shall be replaced or restored. 16. Prior to Engineering Final Inspection, the Town Engineering Division will need to review and verify that all site grading and associated storm water systems have been constructed in accordance with the approved plans. Should this not be able to be completed due to weather conditions, i.e. snow, we will require the applicant to post a bond with the Town to assure compliance with the approved plan. 17. The issuance of this permit 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. 18. This permit 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	NO COMMENT	11/27/2019	12/11/2019	12/12/2019	
Darren Brugmann (12/12/2019 3:46 PM STOL) I do not have any specific comments from START on this project at this time. Darren.					

Table C. Parking Allocation Table							
Existing Parking Summary:							
	Floor Area Existing	2019 Use	Required Parking by use ¹	On Street Parking Spaces ²	TOJ Parking Credits ^{3,4}	Parking Fee-in Lieu ⁵	Total Proposed per Lot
135. E Broadway				33			33
Belle Cose	2,294				8.81	7	15.81
Garden Home Design	812						
Susan Fleming Workshop	811						
Café Genevieve	1,722				27.64	20	47.64
Persephone	1,189						
Heathy Being Juicery	1,177				4.71		4.708
175. Broadway				5			5
Pillowfluffer	2,467				6.43	2.38	8.81
Total:	10,472			38	47.59	29.38	114.97
Parking Allocation:							
	Floor Area Existing	2019 Use	Required Parking by use ¹	On Street Parking Spaces ²	TOJ Parking Credits ^{3,4}	Parking Fee-in Lieu ⁵	Total Proposed per Lot
Lot 1					19.59	15	47.59
Belle Cose	2,294	Retail	2.29	3			
Garden Home Design	812	Retail	0.81	5			
Susan Fleming Workshop	811	Retail	0.81	5			
Lot 2	1,722	Restaurant	15.30		10	12	26
Café Genevieve	1,152	Deck	10.47	4			
Lot 3	1,189	Retail	2.67		5		12
Persephone	558	Deck	5.07	7			
Lot 4							2
Greenspace from 135 & 175 E. Broadway				2			
Lot 5							16
Healthy Being Juicery	1,177	Retail	2.65	5	11		
Lot 6							7.38
Pillowfluffer	2,467	Residential	2.00	3	2	2.38	
Total:	12,182		42	34	47.59	29.38	110.97

Table C. Notes:

¹ Café Genevieve required restaurant/bar parking based on 145 sf. bar area and 1,002 sf. dining area; 1,152 sf. deck. Persephone deck area 558 sf.

² 135 E. Broadway Parcel Adjacent On-street Parking 10 spaces Deloney + 23 spaces Broadway
175 E. Broadway Parcel Adjacent On-street Parking 2 spaces Deloney + 3 spaces Broadway

³ Parking Credits per 2005 Town of Jackson Parking Credit Table based on 1988 use

⁴ Healthy Being - blank credit in Town table - calculated rate at 1/250sf - per table for office use = 4.71 spaces

⁵ Cafe Genevieve Parking fee-in-lieu for 20 restaurant seats paid in 1990 (deck seats)
"Pillowfluffer" fee-in-lieu paid in 2003

Table D. Workforce Housing Allocation Table							
	Existing Floor Area	1995 / Highest Use Requirement ¹	Existing Employee Generating Development ² ³	Historic Building Exemption	Total Existing Affordable Units per Use	Prior Fee-in-Lieu Paid ⁴	Proposed Allocation of Affordable Units ^{5 6 7}
Lot 1							6.900
Belle Cose	2,294	Retail	0.998		0.998		
Garden Home Design	812	Retail	0.350		0.350		
Susan Fleming Workshop	811	Retail	0.349		0.349		
Lot 2							
Café Genevieve	1,722	Restaurant/bar	2.062	2.062	4.124		0.180
Lot 3							
Persephone	1,189	Retail	0.512	0.512	1.024		0.180
Lot 5							
Healthy Being Juicery	1,177	Retail	0.507	0.507	1.014		0.599
Lot 6							
Pillowfluffer	2,467	2016 sf Office	0.995		1.218	n/a	1.218
		451sf Office	0.223				
Total:	10,472		5.996	3.081	9.077	0	9.077

Table D. Notes:

¹ Per Section 6.3.2.A.1 buildings in existence prior to 12/18/95 or highest affordable workforce housing requirement

² Affordable Units per Workforce Housing Calculator by Use applied to existing floor area of recognized employee generating development

³ Per Section 6.3.2.C.3 Historic buildings are exempt from all Div 6.3 Affordable Workforce Housing standards and a doubling of floor area elsewhere on the site is also exempt (historic bldg. bonus)

⁴ 0.1495 1 BR/ Studio Units @ 1.45 pers/unit per Affordable Workforce Housing Worksheet Fee-in-lieu paid in 2003 for .2168 persons

⁵ Proposed allocation of recognized Employee Generating Units and Historic Exemption bonus units to new lots

⁶ Lots 2, 3, & 5 are allocated units to correspond with the additional floor area for each lot contemplated in Table B for restaurant/bar use

⁷ Allocation of 6.897 units to Lot 1 shall be unrestricted to future use



PO Box 7775
Jackson, WY 83002 307-413-5424

November 4, 2019

Tyler Sinclair, Planning Director
Town of Jackson Planning and Building
PO Box 1687
Jackson, WY 83001

RE: Genevieve Block Development Plan Application

Dear Tyler,

On behalf of the applicant/owner, Café G, LLC, please accept this letter and the accompanying materials as a formal request for a Development Plan within the Town of Jackson for property located at 135 and 175 E. Broadway Ave.

This submittal is in accordance with the Pre-Application conference held on July 12, 2019 – P19-160 and P19-161.

Included for your review are the following:

- Check for \$2,500 – (A Fee Waiver request was previously submitted)
- Planning Application
- Letter of Authorization
- Development Plan Narrative and Findings and Appendices
- Ownership and Encumbrance Report

Please do not hesitate to contact me at (307) 413-5424 should you have any questions with this submittal. We look forward to hearing from you upon your sufficiency determination.

Sincerely,

George Putnam
Cirque Consulting, LLC



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: Genevieve Block
Physical Address: 135 & 175 E. Broadway
Lot, Subdivision: Pt. SW1/4 SW1/4 Sec. 27 T41N, R117W Teton County, Wy PIDN: 22-41-16-27-3-00-010 & 22-41-16-27-3-00-009

PROPERTY OWNER.

Name: Cafe G, LLC Phone: 733-7057
Mailing Address: P.O. Box 7372 ZIP: 83002
E-mail: rlevy@jhattorneys.com

APPLICANT/AGENT.

Name: Cirque Consulting, LLC, George Putnam Phone: 307-413-5424
Mailing Address: PO Box 7775 Jackson, WY ZIP: 83002
E-mail: gputnam@cirqueconsulting.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 #: P19-160 & P19-161 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.



Signature of Property Owner or Authorized Applicant/Agent
George Putnam, Cirque Consulting, LLC

Name Printed

11/4/2019

Date
Principal

Title

LETTER OF AUTHORIZATION

Cafe G, LLC

, "Owner" whose address is: PO Box 7372 Jackson, WY

83002

(NAME OF ALL INDIVIDUALS OR ENTITY OWNING THE PROPERTY)

, as the owner of property
more specifically legally described as: 135 & 175 E. Broadway Ave. Pt. SW1/4 SW1/4
Section 27 T41N, R117W, 6th P.M. Town of Jackson, Teton County, Wyoming

(If too lengthy, attach description)

HEREBY AUTHORIZES Cirque Consulting, LLC, George Putnam

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:

Mr. Putnam

(SIGNATURE) (SIGNATURE OF CO-OWNER)

Title: *MANAGER*

(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 *Robbin Lemay* this *4th* day of
November, 2019.

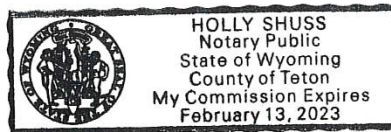
WITNESS my hand and official seal.

Holly Shuss
(Notary Public)

My commission expires:

February 13, 2023

(Seal)



**Development Plan
Submittal to the Town of Jackson**

**Genevieve Block
135 & 175 E. Broadway Ave.
Jackson, WY 83001**

November 1, 2019

Owner:
Café G, LLC
P.O. Box 7372
Jackson WY, 83002
307-733-7057
rlevy@jhattorneys.com

Agent:
Cirque Consulting, LLC
185 E. Hansen Ave.
Jackson, WY 83001
307-413-5424
gputnam@cirqueconsulting.com

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Project Narrative

Project Overview:

The applicant, Café G, LLC, is the recent purchaser of 135 and 175 E. Broadway (collectively referred to herein as the “Genevieve Block”). Café G, LLC purchased the Genevieve Block with other project partners achieving a historic community wide effort to preserve a significant community asset in perpetuity. To further accomplish project goals, the applicant now seeks to obtain Development Plan and subsequent Final Plat approval to formally subdivide the existing two parcel property into six (6) lots. The six lots will consist of individual lots around the historic properties (currently occupied by Café Genevieve, Persephone Bakery, and Healthy Being Juicery), a lot to be permanently protected as greenspace, and two lots for future development in the SE and NW corners of the Genevieve Block.

The first step in this process was a request to the Town of Jackson for a Zoning Map Amendment on portions of the property from Urban Commercial (UC) to Downtown Core (DC). The requested amendment to the Zoning District Map was approved by the Town Council on September 3rd, 2019 as Ordinance 1239 for 135 E. Broadway Ave. and Ordinance 1240 for 175 E. Broadway Ave. A map of the resulting zoning is attached as **Appendix A**.

A conservation easement held by the Jackson Hole Land Trust was placed on portions of the Genevieve Block concurrently with the recent purchase by the applicant. The Easement is attached as **Appendix B**. The Conservation Easement preserves in perpetuity the conservation values of the greenspace on the property and outlines limitations and extinguishes and reserves certain development rights on the subject property.

This development permit will allow division of the land into six separate ownership lots and confirm and allocate certain development rights among the new lots.

Existing Conditions:

According to the most recent deeds, the property currently consists of two adjacent unplatted parcels – 135 E. Broadway (1.38 acres) and 175 E. Broadway – (0.46 acres), bounded by E. Broadway Ave on the south, Deloney Ave. on the north and N. Willow Street on the east. The west property line of the Genevieve Block is bordered by two lots with commercial use.

Historically, the Genevieve Block served as the residential homestead of the Van Vleck family and the development patterns reflect the converted use of original structures within the context of a gradual conversion to commercial use over the years.

The west parcel, 135 E. Broadway, is occupied by six commercial businesses, located in individual stand-alone buildings. Two of these businesses have primary frontage on Deloney Ave. and four have primary frontage off of Broadway. Vehicular back-of-house access is provided by access points off of Broadway and Deloney Ave. The existing commercial

buildings are small in scale compared to adjacent commercial development to the south and west and range in size from approximately 2,300 sf. to 800 sf. Significant portions of the property are currently gravel access, parking areas, and lawn/landscaping around mature trees.

The east parcel, 175 E. Broadway, has a single structure approximately 2,400 sf in size currently used as a residential rental on the southern portion of the property accessed from Broadway. Prior use of this structure over the years has included office and retail use. The northern half of the 175 E. Broadway parcel is open undeveloped land, including maintained lawn and landscaping with mature trees, and is bisected by an exposed section of the Cache Creek stormwater channel.

Proposed Development:

In accordance with Town of Jackson land development regulations, the applicant is pursuing development plan approval to allow subdivision of the existing two parcel property into a total of six (6) lots – net four (4) new lots. (see the Site Plan attached as **Appendix C**).

Development of future Lot 2 (Café Genevieve), Lot 3 (Persephone), Lot 5 (Healthy Being Juicery), and Lot 6 (fka “Pillowfluffer” former office, retail and current residential rental) will be governed by UC Zoning standards according to Section 2.2.10 of the LDRs.

DC Zoning will govern development of proposed Lot 1 and will allow three existing businesses to remain until the current or future owner desires to develop all or any portion of Lot 1 in accordance with DC zone specific standards and utilizing the additional floor area allocated to Lot 1 through this development permit and consistent with the Jackson Hole Land Trust Conservation Easement.

The Jackson Hole Land Trust Conservation Easement eliminates development on proposed Lot 4 and protects the greenspace near the structures on Lots 2, 3, 5 and 6 and a portion of proposed Lot 1.

The following development plan will formally recognize and allocate existing parking credits, FAR, sewer tap connections/fees and workforce housing credits and exemptions to proposed lots that will accommodate existing and future uses of the property in accordance with zone specific standards. Infrastructure planning, including utility locations, easements, utility and service access and stormwater connectivity is shown in the Construction Documents attached as **Appendix D**.

The applicant proposes that concurrently with Final Plat approval and recording, allocations of development rights be memorialized in a document to be recorded with the Office of the Clerk of Teton County to notify future owners of approved allocations set forth in this Development Plan.

Findings for Approval

The following six findings for Development Plan approval can be made as follows:

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

Complies. The proposed project lies within District 2: Town Commercial Core, articulated in the Illustration of Our Vision chapter of the Comprehensive Plan and as further identified within Sub Area 2.3 Downtown, and Sub Area 2.6 Mixed use Office Residential. The proposed development plan will support and promote a vibrant mixed-use pedestrian friendly environment where Downtown Core Zoning provides predictable guidance for streetscapes, pedestrian frontages, building frontages and parking. The project further allows realization of desired character-defining building bulk and scale, architectural form, pedestrian sidewalk and greenspace characteristics. Preserving the historical and cultural landscape of Jackson for future generations is a stated goal of the Comprehensive Plan (Jackson/Teton County Comprehensive Plan 2012 - Policy 4.5.a). This goal is realized with the recordation of the attached Jackson Hole Land Trust Conservation Easement, and the Development Permit to be considered herein.

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

Complies. The properties do not lie within either the Natural Resource Overlay (NRO) or Scenic Resources Overlay (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 project does not propose any additional physical development on the subject property at this time and will have no further impacts to police, fire and EMS facilities. Currently there are six individual commercial businesses and one residential rental use on the properties that all have individual connections to the Town of Jackson water distribution and wastewater collection systems. The proposed development plan will consolidate several sewer connections within the project to reduce connection points to the Town wastewater system. The existing uses lie within the downtown parking overlay and have acknowledged parking credits by the Town of Jackson as well as significant adjacent on-street parking. There is no new residential development proposed so there is no impact to schools and parks.

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

Complies. No physical development is proposed with this development permit application. All future development shall comply with Zone specific standards for Design Guideline compliance.

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

Complies. As fully articulated within the details of this application, the proposed development of the subject property into six lots complies with all relevant standards of the Land Development Regulations (LDRs) as they stand as the implementation, in regulatory form, of the stated vision and desires of the Jackson/Teton County Comprehensive Plan adopted May 2012.

Further, the completed rezone to Downtown Core is consistent with other adopted Town Ordinances as included in The Municipal Code adopted by the Town Council through and including Ordinance No. 1227, dated April 2019.

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

Complies. The subject property has never been previously subdivided or received any applicable development permits or approvals related to the proposed subdivision of the parcels into six (6) individual lots.

Development Program

The following Development Program contemplates specific physical development and use standards as governed by current Town of Jackson zoning that will govern the Genevieve Block project. Broadly considered, the Town of Jackson LDRs organizes zoning within the town as Complete Neighborhood Zones and further recognizes individual zone districts under two types of Complete Neighborhood Zones; Complete Neighborhood *Legacy* Zones and Complete Neighborhood *Character* Zones according to LDR Section 2.1, *All Complete Neighborhood Zones*. In accordance with the current zone district map for the Genevieve Block, proposed Lot 1 and a portion of Lot 4 falls within the DC: Downtown Core, Complete Neighborhood Character Zone and Lots 2, 3, part of Lot 4, Lot 5 and Lot 6 lie within the UC: Urban Commercial Complete Neighborhood Legacy Zone.

Future development of Lot 1 will be subject to Downtown Core (DC) Complete Neighborhood Character Zone specific standards relating to lot standards, bulk standards, and form standards as defined in LDR Section 2.2.10 B *Physical Development*. Additional form standards will apply to Lot 1 according to LDR Section 2.2.1 *Rules Applicable to All Complete Neighborhood Character Zones A. Form Standards* related to streets, pedestrian frontages, building frontages and parking.

Zone specific standards for proposed Lots 2, 3, part of Lot 4, Lot 5 and Lot 6 are included under LDR Section 2.3.2 *Urban Commercial (UC) Complete Neighborhood Legacy Zone* with landscape surface ratio (LSR) and Structure setbacks further shown in Table A.

In addition to existing zone-specific standards according to DC and UC zone LDRs, development of the Project will be in accordance with allocations as provided in this Development Plan for Floor Area/ Scale of Development, Parking, Affordable Workforce Housing, and Utility Connections as further defined below.

Table A. Genevieve Block Development Program											
Proposed Development:											
	Gross Site Area ¹	Zone District	Existing Site Development sf.	LSR Min. per Zone	Total LSR Proposed ²	Street Setback ³	Side Setback ³	Rear Setback ³	Max Height ³	Max Stories	Max Lodging Overlay Stories
Lot 1	28,270	DC	See LDR Section 2.2.10.B.1 <i>Lot Standards</i>								
Belle Cose											
Garden Home Design											
Susan Fleming Workshop											
Lot 2	6,562	UC	5,617	0.10	0.14	0'	0'	0'	35'	2	3
Café Genevieve											
Lot 3	6,411	UC	4,534	0.10	0.29	0'	0'	0'	35'	2	3
Persephone											
Lot 4	22,475	UC/DC	0		N/A	N/A	N/A	N/A	N/A	N/A	N/A
Greenspace from 135 & 175 E. Broadway											
Lot 5	6,470	UC	1,851	0.10	0.70	0'	0'	0'	35'	2	3
Healthy Being Juicery											
Lot 6	10,000	UC	3,610	0.10	0.64	0'	0'	0'	35'	2	3
Pillowfluffer											
Total:	80,188										

Table A. Notes:

¹ Represents square feet as determined by 2019 field survey by Y2 Consultants. Gross Site Area = Base Site Area for this site.

² Total proposed site development this project including existing buildings, decks and hardscapes

³ Per LDR Section 2.3.2.B.1 Structure Location and Mass for "Other Principal Use" (not Detached Single Family)

Physical Development

Physical Development for Lots 1-6 shall be governed by Zone specific standards according to UC Zone LDR Section 2.3.2.B *Physical Development* and DC Zone LDR Section 2.2.10.B *Physical Development* subject to the following:

Environmental Standards

Natural Resource Setbacks: Because the Town plans to relocate the existing Cache Creek stormwater channel on the property into the “Cache Creek Tube” (see Town of Jackson Cache Creek Tube Phasing Plan attached as **Appendix E**) there is no setback required from the channel.

Maximum Floor Area / Scale of Development

The two existing parcels may be developed as a single site Pursuant to Section 9.5 of the LDRs. A vital component of the project for all participants, including the Jackson Hole Land Trust, is the restriction of floor area on certain parts of the property, the extinguishment of certain floor area and the allocation of remaining floor area to the designated development areas within the site.

Floor area allowed in UC and DC zone districts is established as a floor area ratio (FAR) of 1.3 or a total of 104,244 sf. for the site. The existing allowed floor area per proposed lot based on a 1.3 FAR and the proposed allocation of floor area is shown in Table B. The Jackson Hole Land Trust Conservation Easement operates to extinguish a total of 37,356 sf. of the maximum allowed floor area, which may not be utilized on the overall site. Therefore, the maximum floor area on the entire site is 66,888 sf. (Total allowed less extinguished.)

Table B. recognizes the extinguished floor area and allocation of floor area per proposed lot. Maximum floor area allocated is intended to be the maximum habitable floor area, not including basement floor area as defined in Section 9.5.B of the LDRs. It is the desired intent that with Development Plan approval and Final Plat recordation, floor area allocations defined in Table B. shall be used for future development permits submitted to the Town of Jackson, and specifically, Lots 2, 3, 5 and 6 have a set maximum floor area, and Lot 4 has zero floor area, all consistent with the JHLT Conservation Easement. Any future increases allowed by zoning or bonus square footage through various regulations shall not be allowed on Lots 2, 3, 4, 5 or 6. The JHLT Conservation Easement does not operate to extinguish any floor area on Lot 1 and allows the allocation of the remaining floor area on the site to Lot 1. Therefore, any allowances and bonuses available in the LDRs may be utilized by Lot 1. Lot 1 shall be allocated a minimum habitable, above-ground floor area of 52,000 square feet through this development plan.

Table B. Notes:

¹ Represents square feet as determined by 2019 field survey by Y2 Consultants. Gross Site Area = Base Site Area for this site

² UC and DC Zone Districts FAR = 1.3

³ Lots 2 & 3 are allocated an additional 150 sf. over existing, Lot 5 is allocated an additional 500 sf. over existing

⁴ Lot 4 is allocated 0 sf. of floor area. A total of 37,356 sf. of floor area was extinguished under the terms of the recorded Conservation Easement

Table B. Floor Area Allocation Detail Table				
Existing Floor Area:				
	Gross Site Area ¹	Floor Area Existing ¹	FAR Max (1.3) ²	
135. E Broadway	60,197.60		78,257	
Belle Cose		2,294		
Garden Home Design		812		
Susan Fleming Workshop		811		
Café Genevieve		1,722		
Persephone		1,189		
Heathy Being Juicery		1,177		
175. Broadway	19,990.10		25,987	
Pillowfluffer		2,467		
Total:	80,187.70	10,472	104,244	
Proposed Floor Area Allocation:				
	Gross Site Area ¹	Floor Area Existing ¹	FAR Max (1.3) ²	Max Floor Area Proposed ^{3 4}
Lot 1	28,270		36,751	52,000
Belle Cose		2,294		
Garden Home Design		812		
Susan Fleming Workshop		811		
Lot 2	6,562		8,531	1,872
Café Genevieve		1,722		
Lot 3	6,411		8,334	1,339
Persephone		1,189		
Lot 4	22,475		29,218	37,356
Greenspace from 135 & 175 E. Broadway				
Lot 5	6,470		8,411	1,677
Healthy Being Juicery		1,177		
Lot 6	10,000		13,000	10,000
Pillowfluffer		2,467		
Total:	80,188	10,472	104,244	104,244

Allowed Uses and Use Standards

Allowed Uses

Allowed uses for proposed Lots 1-6 shall be in accordance with Zone specific standards included in the LDRs for DC: Downtown Core, in Section 2.2.10.C.1 and UC: Urban Commercial, in Section 2.3.2.C.1. All existing uses conform to the current Zoning applicable to the site.

Parking Standards

Required parking for proposed Lots 1-6 shall be in accordance with Zone specific standards included in the LDRs for DC: Downtown Core, in Section 2.2.10.C.2 and UC: Urban Commercial, in Section 2.3.2.C.2. Additional provisions within UC and DC zone specific standards for nonresidential and nonlodging parking are applicable to Proposed Lots 1-6 in accordance with LDR Sections 2.2.10.E.1 and Section 2.3.2.E.5. The subject property has legacy uses with associated parking credits and paid parking fee-in-lieu that this application seeks to formally recognize and allocate to proposed lots within the subdivision as detailed in Table C. – Parking Allocation Table. Existing Parking Credits and Fee-In-Lieu calculations are based on the 2005 Town of Jackson Parking Credit Table reflecting 1988 uses and from individual permit applications for uses on the subject property.

See Table C. on following page.

Table C. Parking Allocation Table							
Existing Parking Summary:							
	Floor Area Existing	2019 Use	Required Parking by use ¹	On Street Parking Spaces ²	TOJ Parking Credits ^{3 4}	Parking Fee-in Lieu ⁵	Total Proposed per Lot
135. E Broadway				33			33
Belle Cose	2,294				8.81	7	15.81
Garden Home Design	812						
Susan Fleming Workshop	811						
Café Genevieve	1,722				27.64	20	47.64
Persephone	1,189						
Heathy Being Juicery	1,177				4.71		4.708
175. Broadway				5			5
Pillowfluffer	2,467				6.43	2.38	8.81
Total:	10,472			38	47.59	29.38	114.97
Parking Allocation:							
	Floor Area Existing	2019 Use	Required Parking by use ¹	On Street Parking Spaces ²	TOJ Parking Credits ^{3 4}	Parking Fee-in Lieu ⁵	Total Proposed per Lot
Lot 1					16.59	27	60.59
Belle Cose	2,294	Retail	2.29	3			
Garden Home Design	812	Retail	0.81	5			
Susan Fleming Workshop	811	Retail	0.81	5			
Lot 2					13		17
Café Genevieve	1,722	Restaurant	11.53	4			
Lot 3					7		12
Persephone	1,189	Retail	0.59	5			
Lot 4							2
Greenspace from 135 & 175 E. Broadway				2			
Lot 5							16
Healthy Being Juicery	1,177	Retail	1.18	5	11		
Lot 6							7.38
Pillowfluffer	2,467	Residential	2.00	5		2.38	
Total:	10,472		19	34	47.59	29.38	114.97

Table C. Notes:

¹ Café Genevieve required restaurant/bar parking based on 145 sf. bar area and 1,002 sf. dining area

² 135 E. Broadway Parcel Adjacent On-street Parking 10 spaces Deloney + 23 spaces Broadway
175 E. Broadway Parcel Adjacent On-street Parking 2 spaces Deloney + 3 spaces Broadway

³ Parking Credits per 2005 Town of Jackson Parking Credit Table based on 1988 use

⁴ Healthy Being - blank credit in Town table - calculated rate at 1/250sf - per table for office use
= 4.71 spaces

⁵ Cafe Genevieve Parking fee-in-lieu for 20 restaurant seats paid in 1990 (deck seats)
“Pillowfluffer” fee-in-lieu paid in 2003

Loading Standards

In accordance with DC Zone LDR Section 2.2.10.E.2 and UC Zone LDR Section 2.3.2.E.6, the applicant is proposing a dedicated loading zone adjacent to the north property line of proposed Lot 4 in E. Deloney Ave. Lots 1-6 will have access to this loading zone via the proposed utility and service easement provided as shown on the attached Site Plan. In consideration of the dedicated loading zone, no on-street parking credits have been recognized or allocated for this area.

Affordable Workforce Housing

Required future affordable workforce housing for proposed Lots 1-6 shall be in accordance with Zone specific standards included in the LDRs for DC: Downtown Core, in Section 2.2.10.C.2 and UC: Urban Commercial, in Section 2.3.2.C.2 and in accordance with Division 6.3 Affordable Workforce Housing Standards, as the same may be amended by the Town of Jackson.

Per LDR Section 6.3.2.C.3 Historic buildings are exempt from all Div. 6.3 Affordable Workforce Housing standards and a doubling of floor area elsewhere on the site is also exempt (historic bldg. bonus).

Table D. Workforce Housing Allocation Table lists existing employee-generating development that pre-dated December 18, 1995, or the use associated with the highest affordable workforce housing requirement since that date, and represents the equivalent required affordable housing units per use according to the Workforce Housing Calculator and LDR Section 6.3.3.A. Table D further recognizes existing historic buildings and affordable unit equivalents that qualify for workforce housing “exemptions” per Section 6.3.2.C.3. and allocates recognized affordable units based on existing uses to specific lots within the proposed project. Future development of proposed Lots 1-6 will recognize and benefit from allocated affordable units credits in the amounts documented in Table D.

Table D. Workforce Housing Allocation Table							
	Existing Floor Area	1995 / Highest Use Requirement ¹	Existing Employee Generating Development ²	Historic Building Exemption ³	Total Existing Affordable Units per Use	Prior Fee-in-Lieu Paid ⁴	Proposed Allocation of Affordable Units ^{5 6 7}
Lot 1							6.897
Belle Cose	2,294	Retail	0.990		0.990		
Garden Home Design	812	Retail	0.350		0.350		
Susan Fleming Workshop	811	Retail	0.350		0.350		
Lot 2							
Café Genevieve	1,722	Restaurant/bar	2.062	2.062	4.124		0.180
Lot 3							
Persephone	1,189	Retail	0.513	0.513	1.026		0.180
Lot 5							
Healthy Being Juicery	1,177	Retail	0.508	0.508	1.016		0.599
Lot 6							
Pillowfluffer	2,467	2016 sf Office	0.995		1.190	0.1495	1.340
		451sf Office	0.195				
Total:	10,472		5.963	3.083	9.046	0.1495	9.196

Table D. Notes:

¹ Per Section 6.3.2.A.1 buildings in existence prior to 12/18/95 or highest affordable workforce housing requirement

² Affordable Units per Workforce Housing Calculator by Use applied to existing floor area of recognized employee generating development

³ Per Section 6.3.2.C.3 Historic buildings are exempt from all Div 6.3 Affordable Workforce Housing standards and a doubling of floor area elsewhere on the site is also exempt (historic bldg. bonus)

⁴ 0.1495 1 BR/ Studio Units @ 1.45 pers/unit per Affordable Workforce Housing Worksheet Fee-in-lieu paid in 2003 for .2168 persons

⁵ Proposed allocation of recognized Employee Generating Units and Historic Exemption bonus units to new lots

⁶ Lots 2, 3, & 5 are allocated units to correspond with the additional floor area for each lot contemplated in Table B for restaurant/bar use

⁷ Allocation of 6.897 units to Lot 1 shall be unrestricted to future use

Maximum Scale of Use

Maximum scale of use shall for the project shall be determined through Zone specific standards according to DC Zone LDR Section 2.2.10.C.1 for Lot 1 and UC Zone LDR Section 2.3.2.C.3 for Lots 2, 3, 5, and 6.

Operational Standards

Outside Storage

In accordance with DC Zone LDR Section 2.2.10.C.3, Outdoor Storage and Freestanding Storage Units are prohibited on proposed Lot 1. Outdoor storage is prohibited on Lots 2-6 in accordance with UC Zone LDR Section 2.3.2.C.4 and as further outlined in Section 2.3.2.E.3 Open Storage.

Refuse and Recycling

Trash and recycling enclosures for proposed Lots 1-6 shall be required in accordance with Zone specific standards for UC and DC Zoning and according to Section 6.4.2 Refuse and Recycling standards.

Development Options and Subdivision

Subdivision

The option to subdivide property by land division is allowed for lands within the UC – Urban Commercial and DC – Downtown Core Town Character Zones in accordance with LDR Section 7.2.1. Minimum lot size in both UC and DC zones is 5,000 sf. The proposed lots comply with this standard and range from 6,411 sf. to 28,270 sf.

The subdivision of land is subject to Subdivision Improvement standards according to LDR Section 7.2.2.A.1. which shall be memorialized in a Subdivision Improvement Agreement approved concurrently with the Final Plat. The proposed division of the Genevieve Block into six (6) lots will provide appropriate improvements to comply with stated Town requirements including sidewalks, utility and service access, connection to the Town of Jackson community wastewater treatment system, connection to the Town of Jackson community water supply system, storm drainage system, underground utilities for telephone, cable TV electric and gas services.

The applicant intends for all water supply and wastewater lines within the project to remain privately owned and maintained until the point of connectivity with the Town of Jackson water and sewer mains located in E. Deloney Ave. and E. Broadway Ave. in accordance with utility easements to be recorded contemporaneously with the Final Plat.

Infrastructure

Transportation Facilities

Vehicular access to Town streets is proposed for residential and non-residential uses, in accordance with LDR Standards 7.6.2, and recognizes E. Broadway Ave., E. Deloney Ave. and N. Willow St. as collector roads having posted speeds of 25 miles per hour or less. As allowed by standards under LDR Section 7.6.3.A, and consistent with the conservation values of the property and in recognition of the narrow depth of the block, no streets or alleys are proposed within the site. Limited vehicular access will be provided solely for the purposes of garbage removal and sewer maintenance for Lots 2, 3, 5, and 6. As reflected on the attached Construction Drawings.

Required Utilities

Lots 1-6 will be provided Potable Water Supply and Sanitary Sewer Systems designed in accordance with LDR Standards in Sections 7.7.2 and 7.7.3 to allow connection to the Town of Jackson water supply and wastewater treatment facilities as shown on the included Genevieve Block project Utility Plans. There are existing water and sewer utility connections to the Town facilities for the seven existing structures on the site. It is the intent of the applicant that credit for these existing connections be applied to proposed Lots 1-6 within the current service levels and wastewater capacities as noted in Town records and as noted in Table E. below.

Table E. Water and Sewer Connection Table					
	Existing Floor Area	2019 Use	Existing Sewer Connection	Additional connection fee paid	Existing Water Meter
Lot 1					
Belle Cose	2,294	Retail	1		3/4"
Garden Home Design	812	Retail	1		3/4"
Susan Fleming Workshop	811	Retail	1		3/4"
Lot 2					
Café Genevieve	1,722	Restaurant	1	20 seats ¹	3/4"
Lot 3					
Persephone	1,189	Retail	1	24 seats ²	3/4"
Lot 5					
Healthy Being Juicery	1,177	Retail	1	17 seats ³	3/4"
Lot 6					
Pillowfluffer	2,467	Residential	1		3/4"
Total:	10,472		7		7

Table E. Notes:

¹ Sewer Fees for 20 deck seats paid in 1990

² Sewer Fees paid in 2013 for 20 seats, 358 sf "non-fixed seats" for restaurant assessment

³ Sewer Fees paid in 2013 & 2014 for 17 seats for "prepackaged paper service"

The applicant will comply with Wyoming State Statutes with respect to appropriate treatment of any appurtenant record water rights prior to Final Plat recordation.

Nonconformities

In accordance with LDR Division 1.9, there are no nonconforming uses on the subject property.

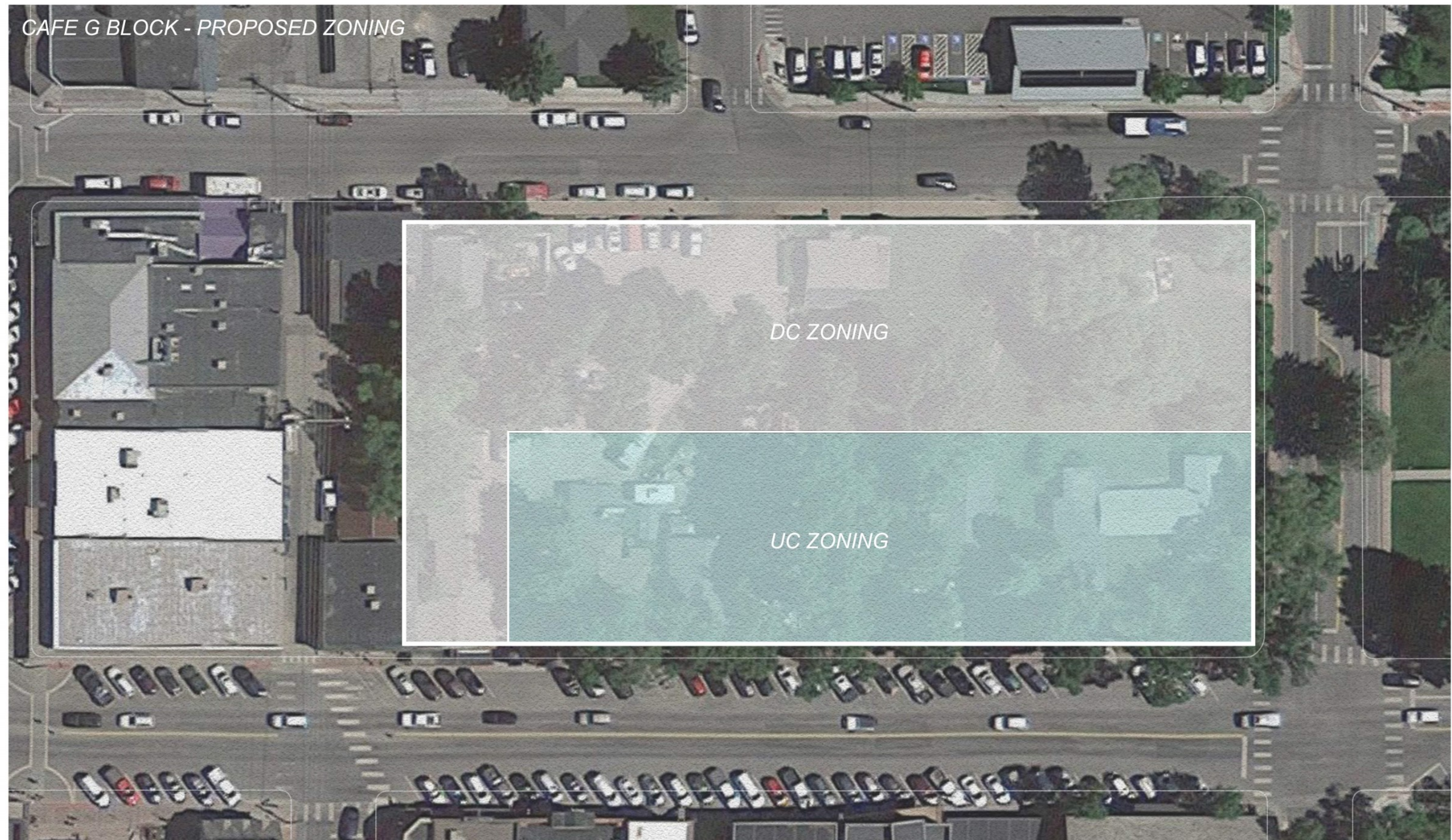
There are no new physical development non-conformities created as a result of this development permit and subsequent Final Plat. The existing structure (Pillowfluffer building) on 175 E. Broadway currently lies on the west parcel boundary line and is non-conforming with the 5' side setback in the UC-Zone the proposed boundary line adjustment of this parcel line to create proposed Lot 6 does not increase the existing non-conformity.

Other known physical development non-conformities in the form of trash enclosures, storage sheds and parking setbacks from E. Deloney Ave. will be addressed prior to Final Plat recordation or as contemplated in an approved Subdivision Improvement Agreement for the project.

There are known encroachments into E. Deloney Ave. from existing improvements on Lot 1 and into E. Broadway Ave. from existing improvements on Lots 1, 2, & 3 that will be address in encroachment agreements developed with the applicant and the Town Attorney to be approved by the Town Council concurrently with Final Plat. Existing encroachments onto the site crossing the west property boundary of Lot 1 have been addressed in those encroachment agreements recorded as Document Nos. 0975460 and 0975461 recorded in the Office of the Clerk of Teton County, WY.

Appendices

- A. Zoning Map
- B. Jackson Hole Land Trust Conservation Easement
- C. Site Plan
- D. Construction Documents
- E. Town of Jackson “Cache Creek Tube” Phasing Plan



SAVE GENEVIEVE
HISTORIC COMMUNITY GREENSPACE

Jackson Hole Land Trust
CONSERVATION AND GREENSPACE EASEMENT
PIDN #: 22-41-16-27-3-00-010, 22-41-16-27-3-00-009

This Conservation and Greenspace Easement ("Conservation Easement" or "Easement") is entered into this 16th day of August, 2019 (the "Effective Date"), by and between Café G, LLC, a Wyoming limited liability company (the "Grantor" or "Landowner") and the Jackson Hole Land Trust, a Wyoming non-profit corporation, with the address P.O. Box 2897, Jackson, Wyoming 83001 (the "Grantee" or "Trust"). The Grantor and the Grantee are sometimes referred to in this Conservation Easement as the "Party" or the "Parties."

A. RECITALS

1. Grantor is the owner in fee simple of real property in the Town of Jackson, Wyoming, consisting of two parcels totaling approximately 1.84 acres in size, more particularly described in **Exhibit A-1** and depicted on **Exhibit B** attached hereto and by this reference incorporated herein (the "Genevieve Block"). The Genevieve Block was developed early in the Town of Jackson's history and has stayed mostly intact, providing a unique cultural landscape and telling a story that spans more than a century. The Genevieve Block is a blend of community green space shaded with mature trees, historic structures and commercial properties. The Parties are entering into this Easement at the culmination of a collaborative effort to purchase the Genevieve Block and preserve its cultural landscape and community green space.
2. The Grantee is a Wyoming non-profit corporation, and a charitable organization recognized under Sections 501(c)(3) and 170(b)(1)(A)(vi) of the Internal Revenue Code of 1986, as amended (the "Code"). The mission of Grantee is to protect and steward the treasured landscapes of Northwest Wyoming, in order to leave a legacy of protected open spaces, wildlife habitat, working lands and community spaces across Northwest Wyoming that inspire current and future generations. The Grantee is qualified to acquire and hold conservation easements under Section 170(h)(3) of the Code. Grantee is authorized to hold conservation easements pursuant to the provisions of the Wyoming Uniform Conservation Easement Act, Wyo. Stat. Ann. Sections 34-1-201 through 34-1-207 (the "Act").
3. Grantor wishes to convey to Grantee, and Grantee wishes to accept from Grantor, this Conservation Easement over the portion of the Genevieve Block described on **Exhibit A-2** and depicted on **Exhibit B** (the "Property") for the "Conservation Purposes" of (i) permanently preserving the Conservation Values (as defined below) of the Property, and (ii) restricting the use of the Property to those uses that are consistent with preserving the Conservation Values in order to preserve and protect the Conservation Values in perpetuity.
4. The Property has the following conservation values (the "Conservation Values"):

Genevieve Block Conservation Easement

Page 1 of 23

GRANTOR: CAFE G LLC ET AL
GRANTEE: CAFE G LLC ET AL
Doc 0975464 Filed At 14:54 ON 08/16/19
Sherry L. Daigle Teton County Clerk fees: 117.00
By Mary Smith Deputy

- a. The Property provides open space (i) pursuant to a clearly delineated Federal, state, or local governmental conservation policy and (ii) for the scenic enjoyment of the general public and will yield a significant public benefit, within the meaning of Code Section 170(h)(4)(A)(iii) and Sections 1.170A-14(d)(1)(iii) and (iv) and 1.170A-14(d)(4) of the Treasury Regulations promulgated under the Code (the “Regulations”). Specifically:
- i. This Easement is consistent with the policies in the Jackson/Teton County Comprehensive Plan (adopted May 8, 2012) for the Downtown/Town Commercial Core zone in which the Property is located. In particular, Policy 4.2(c) and Policy 4.5(a) call for vibrant walkable mixed-use areas, enhanced pedestrian amenities and connectivity to support a vibrant and walkable downtown core, gathering places in public and private developments, and the preservation of cultural and historic sites.
 - ii. This Easement provides open space for the scenic enjoyment of the general public because development of the Property would impair the scenic character of the local urban landscape and would interfere with a scenic panorama that can be enjoyed from historic structures and areas around the Property that are open to and utilized by the public. The Parties understand that evaluating “scenic enjoyment” according to Regulations Section 1.170A-14(d)(4)(ii), requires consideration of all pertinent facts and circumstances germane to Grantor’s conveyance, including, among others, (a) the compatibility of the Property’s current land use with other land in the vicinity, (b) the degree of contrast and variety provided by the visual scene, (c) the openness of the land, (d) relief from urban closeness, (e) the harmonious variety of shapes and textures and (f) the degree to which the land use maintains the scale and character of the urban landscape to preserve open space, visual enjoyment and sunlight for the surrounding areas.
 - iii. By conserving the Property as open space pursuant to the clearly delineated governmental conservation policy listed above, and for the scenic enjoyment of the general public, the Parties intend this Easement to yield a significant public benefit and do not intend this Easement to permit a degree of human intrusion or future development that would interfere with the essential scenic and historical quality of the land or the governmental conservation policy that is being furthered by Grantor’s conveyance.
- b. The Property provides a unique greenspace in an urban setting complete with grass and mature shade trees. The Property is valued as convenient and natural gathering spot for community members and visitors to the area.

5. The specific Conservation Values of the Property are documented in an inventory report (the "Inventory"), which shall be kept on file at the offices of the Grantee, which Inventory, the Parties agree, provides an accurate representation of the Property as of the date of this Easement, and which is intended to serve as an objective baseline for monitoring compliance with the terms of this Easement.
6. Certain terms used herein have the respective meanings set forth in Article D of this Conservation Easement.

In consideration of the foregoing Recitals (which are incorporated into this Conservation Easement), the purchase price paid for this Easement by the Grantee to the Grantor in the form of Grantee's contribution to the purchase price of the Property, the mutual promises and covenants contained in this Conservation Easement, and other good and valuable consideration contained in this Easement, the Parties agree as follows:

B. THE CONVEYANCE

1. Conveyance of Conservation Easement. Grantor voluntarily, irrevocably and unconditionally grants, sells and conveys to the Grantee this Conservation Easement on the Property, pursuant to the provisions of the Act, and as a "qualified conservation contribution" within the meaning of the Code and accompanying Regulations, for the Conservation Purposes, on the terms described below. This Conservation Easement shall be enforceable by the Grantee in perpetuity, and shall bind the Grantor in perpetuity.

2. Mutual Consideration. This Conservation Easement irrevocably conveys a real property interest in the Property to the Grantee. In exchange, the Grantee agrees to monitor the use of the Property and to enforce the restrictions on the use of the Property imposed by this Conservation Easement in perpetuity. The Parties recognize that acceptance of the responsibility to monitor and enforce such restrictions represents a substantial commitment of resources by the Grantee.

3. Conservation Easement is a Real Property Right. This Conservation Easement conveys from the Grantor to the Grantee certain property rights in the Property. These rights are defined by the list of reserved and prohibited uses below. By limiting the future use of the Property, the parties intend to permanently protect the Conservation Values of the Property for the benefit of the public.

4. No Public Dedication. Nothing contained within this Easement is intended to be a public dedication of the Property, in whole or in part.

5. Possession and Control. The Grantor shall have the sole possession, control, and use of the Property, except for the rights of the Grantee to monitor the Property and to enforce the provisions of this Conservation Easement.

6. Restrictions to Run With the Land. The parties intend that the restrictions on the future use of the Property imposed by this Conservation Easement shall run with the land, and bind all

future owners of the Property and any portion thereof, and that this Conservation Easement shall be enforceable by the Grantee in perpetuity.

7. Limited Warranty of Title. Grantor is purchasing and taking title to the Property on the same day Grantor is granting this Conservation Easement. As such, the Grantor warrants the following solely for the period of time in which Grantor has owned the Property (a) that it is currently lawfully seized of an indefeasible estate in fee simple in and to the Property, and has a good right and power to convey this Conservation Easement; (b) that the Property is currently free from all encumbrances except for matters of record in the Teton County Clerk's Office that are currently legally enforceable and lease rights of existing tenants listed on **Exhibit C** attached hereto; (c) that the Grantee, and its successors and assigns in title to the Conservation Easement, shall have the quiet and peaceful possession of this Conservation Easement. The Grantor warrants that it will defend the title to the Property, and its right to convey this Conservation Easement against all persons who may claim title by, through or under Grantor and no other, or challenge Grantor's right to make this conveyance but only for claims that originate in the period of time in which Grantor has owned the Property and only to the extent Grantor is covered by title insurance for such claims. The Grantor further warrants that there are no known mortgages, liens, encumbrances, or other matters of record affecting the Property that would prevent the Grantee from enforcing the terms of this Conservation Easement.

C. EASEMENT TERMS

1. Rights of the Grantee.

The affirmative rights conveyed to the Grantee by this Conservation Easement include the following:

1.1. The Right to Preserve the Conservation Values. The Grantee shall have the right to identify, preserve and protect in perpetuity the Conservation Values, and to advance the Conservation Purposes, subject to the terms of this Conservation Easement. Nothing in this section shall be deemed to give to the Grantee the right to expand the Conservation Values beyond those defined herein or in the Inventory.

1.2. The Right to Enter. The Grantee shall have the right to enter the Property in order to monitor the use of the Property, and to enforce compliance with the terms of this Conservation Easement. The Grantee's right to enter the Property shall not be exercised in a manner that unreasonably interferes with the uses of the Property that are consistent with the terms of this Easement. Prior to any entry upon the Property the Grantee shall give a minimum of twenty-four (24) hours written notice to at least one of the then owners of the Property or the applicable portion thereof, subject to the provisions of Section 1.3.

1.3. Access Without Notice. No notice to any Grantor shall be required if (i) the Grantee reasonably determines that immediate entry on the Property is essential to prevent, or mitigate, a violation, or threatened violation, of this Conservation Easement, or (ii) if the then owner of the Property has not provided the Grantee with an address to which such notice can

be provided. In the event of such entry without notice, the Grantee shall limit its actions to those necessary to prevent, or mitigate, the violation, and the Grantee shall provide to the Grantor a written explanation of the need for such entry and the actions taken as soon as reasonably practical.

1.4. Remedies. The Grantee shall have the right to stop any activity on, or use of, the Property that violates the terms and/or Conservation Purposes of this Conservation Easement, and to enforce the restoration of such areas, or features, of the Property that may be damaged by any such activity, or use, and to seek and recover damages and costs, as provided in this document.

1.5. Right to Plan, Improve and Maintain Greenspace Lot and Development Lot Greenspace. Following the Effective Date, it is the intent of the Grantor to ultimately convey the Greenspace Lot portion of the Property as the same is depicted and labeled as "Greenspace Lot" on the attached **Exhibit B** (the "Greenspace Lot") to Rendezvous Lands Conservancy, a Wyoming nonprofit corporation that is a supporting organization of Grantee ("RLC"). Until such conveyance, the Grantee shall have the right to undertake planning, design, improvement and maintenance of the Greenspace Lot at its sole cost and expense. Furthermore, the Grantee and RLC shall have the right to undertake planning, design, improvement and maintenance of the Development Lot Greenspace at any time following the Effective Date. The Grantee agrees to undertake such efforts in coordination with the Grantor and to provide advance written notice of any improvements for the purpose of limiting disturbance to existing businesses on the Property. Any such plans and improvements shall be specifically subject to the rights of tenants listed in **Exhibit C** hereto.

2. Limitation on Grantee's Rights.

2.1. Causes Beyond Grantor's Control. Nothing contained in this Conservation Easement shall be construed to entitle the Grantee to bring any action against the Grantor for any injury to, or change in, the Property, resulting from causes beyond the Grantor's control, including acts of trespassers, the unauthorized wrongful acts of third persons; natural changes such as climate, fire, flood, storm, earth movement, and tree disease; government action or changes to laws, regulations, or administrative policies; or from any prudent action taken by the Grantor under emergency conditions to prevent, abate, or mitigate significant injury to the Property resulting from any such causes.

3. Rights Reserved by the Grantor.

The following uses, properly undertaken, are consistent with the Conservation Purposes, and are reserved by the Grantor, subject to the condition that such uses are undertaken in a manner that is consistent with the Conservation Purposes and other specific standards that may be provided in connection with a particular use below. In some cases, the right to undertake a reserved use is conditioned upon prior written approval by the Grantee, in which cases written notice and approval, in accordance with the provisions of Section 6 below, are required.

3.1. Development Areas. To construct or locate, own, use, lease, maintain, repair, renovate, remove, replace and reconstruct (for purposes of this Section 3.1, collectively, “to use”) structures, decks and patios on the Property as reasonably necessary to support the reserved uses of the Property, subject to the following provisions:

3.1.1. Development Areas. **Exhibit B** attached hereto and by this reference incorporated herein, is a map of the Property showing the following four development areas (“Development Areas”) labeled as: Development Area I; Development Area II; Development Area III; and Development Area IV. **Exhibit B-1** attached hereto and by this reference incorporated herein more particularly describes the corners of each Development Area.

3.1.2. Permitted Structures Within Development Areas. Subject to any further limitations set forth in any historical preservation easements burdening any portion of the Property, any repair, renovation, replacement or new construction of buildings within the Development Areas must comply with the following unless otherwise approved in writing by the Grantee in its sole discretion:

3.1.2.1. Maximum Floor Area. The total “maximum floor area” of the structures within the Development Areas shall not exceed the following per Development Area: Development Area I = 1,872 square feet; Development Area II = 1,339 square feet; Development Area III = 1,677 square feet; and Development Area IV = 10,000 square feet. Notwithstanding the floor area allowed by the Town of Jackson Land Development Regulations in effect from time to time and specifically any increases to floor area contemplated thereby, this Easement restricts the total maximum floor area on the Property to 14,888 square feet. For purposes of this paragraph, the following terms shall have the following respective meanings:

(a) The term “maximum floor area” shall mean the maximum “habitable” floor area not including “basement” floor area, and for purposes of this Easement shall also include any bonus area available through various tools included in the Land Development Regulations such as a 2-for-1 bonus for workforce housing.

(b) The term “floor area” shall mean the area of all floors interior to an enclosed building that have at least five feet (5’) of clearance between floor and ceiling. Floor area shall be measured to the exterior face of the structural members of the wall. Roofed architectural recesses and open covered porches are not considered interior to the building. A building with at least fifty percent (50%) of its perimeter open to the outside shall not be considered enclosed.

(c) The term “habitable” floor area means the floor area that can be used for living purposes, usually having access to heat, plumbing, and electricity. Habitable floor area includes studios, exercise rooms, offices, and similar spaces. It also includes foyers, hallways, restrooms, storage, and other common areas within a building. Habitable floor area does not include barns, garages, or unfinished attic space.

(d) The term "basement" means any story for which the finish floor of the story above is less than four feet (4') above finished grade for at least fifty percent (50%) of the perimeter of the story and at no point greater than ten feet (10') above finished grade.

3.1.2.2. Building Materials. All new construction and façade materials of any new buildings or structures shall be of natural, stained or painted products, as opposed to fiber cement or metal siding. Paint colors may not be fluorescent and shall create harmony with the existing paint colors used on the Property. The roof of any new structure shall be natural materials, but may be metal with prior written approval of Grantee in its sole discretion. The building in Development Area III on the Effective Date has a metal roof, which may be replaced with a metal roof of same or substantially similar color.

3.1.2.3. Broadway Avenue Frontage Requirements. The Broadway Avenue frontage of any new structures shall comply with the "Shopfront Frontage" requirements and accompanying definitions attached as **Exhibit D** to this Easement. The façade shall have elements of undulation of not less than five feet (5') to break up an otherwise flat façade.

3.1.2.4. Greenspace Lot Frontage Requirements. The frontage of structures in Development Area IV that front on the Greenspace Lot shall have elements of undulation of not less than five feet (5') to break up an otherwise flat façade and shall have a "Transparency" of at least 40%, as such term is defined and calculated in **Exhibit D** attached to this Easement.

3.1.2.5. Enclosed Parking. Any parking of vehicles within a Development Area shall be "enclosed parking," or "underground parking" unless otherwise approved in writing by this Grantee in its sole discretion. For purposes of this paragraph, "enclosed parking" means at-grade and located beneath the upper stories of the structure, fully enclosed and screened on all sides by a building façade as depicted on **Exhibit D** attached hereto. For purposes of this paragraph, "underground parking" means below-grade parking as depicted on **Exhibit D** attached hereto.

3.1.2.6. Exemption for Historical Structures. The Grantee, in its reasonable discretion, may exempt historical structures relocated to any Development Area from any or all of the requirements of this Section 3.1.2.1 through 3.1.2.5, provided that historical structures shall comply with the maximum floor area limitations set forth in Section 3.1.2.1 above. For purposes of this Easement, "historical structures" shall mean those structures recognized as historic by the Teton County Historic Preservation Board.

3.1.2.7. Notice and Approval of Construction Plans. Grantor shall provide advance written notice to Grantee of its construction and/or location plans for structures within a Development Area. The plans shall be subject to the written approval of Grantee

in its sole discretion, provided that Grantee's approval shall be limited to confirming Grantor's compliance with the restrictions set forth in this Section 3.1.2. Notwithstanding the foregoing, the parties agree that the building in Development Area I was partially destroyed by a fire on or about July 2, 2019, and on the Effective Date the building is in the process of being reconstructed and potentially expanded within the floor area square foot limitations set forth in Section 3.1.2.1 of this Conservation Easement. The reconstruction of the building in Development Area I and its permitted expansion is specifically exempt from Grantee's approval right set forth in this paragraph.

3.1.3. Permitted Structures, Improvements and Seating Areas outside the Development Areas. No structures or improvements shall be located outside of the Development Areas except for ancillary structures (e.g., cooler and sheds) described in the Inventory, the existing building defined as the "Workshop" described in the Inventory, and structures and improvements expressly reserved outside of the Development Areas by the terms of this Conservation Easement. Grantee may provide prior, written approval for the placement of ancillary structures and improvements outside of the Development Areas in its absolute discretion. Outdoor seating areas for visitors to the businesses on the Property are permitted outside of the Development Areas provided that (a) they are not located within the area designated as the Greenspace Lot on Exhibit B attached hereto, (b) they are not covered or enclosed; (c) they shall not be or result in "impervious surfaces" as defined in Article D below, and (d) any portable heaters, tables and chairs utilized within such outdoor seating areas are moveable and temporary in nature. With respect to Development Area IV, an entry sidewalk to access structures within Development Area IV shall be permitted outside of Development Area IV, the specific location and configuration of which shall be subject to the prior approval of Grantee in its reasonable discretion.

3.1.4. Earth Disturbance. Areas disturbed for any work on any structures or utilities within a Development Area, and all related site work, shall be limited to the Development Area unless absolutely necessary due to the nature of the work in the sole discretion of the Grantee. Areas disturbed for any such work not occupied by a permanent structure shall be restored as provided in Section 3.11. During any such ongoing earth disturbing work, the boundaries of the Development Area within which earth disturbing work is being conducted shall be demarcated with temporary construction fencing and/or silt fencing as appropriate for the purpose of communicating to contractors the allowed area of disturbance.

3.1.5. Temporary Construction Storage. During periods of ongoing construction within a Development Area, Grantor reserves the right to store construction materials and construction debris, and to park equipment, within such Development Area and in the areas immediately adjacent to the Development Area provided no materials, debris or equipment is placed upon the area designated as the Greenspace Lot on **Exhibit B**, not to exceed six (6) months without the prior, written approval of the Grantee. Storage of construction materials and construction debris outside of the Development Area requires prior, written approval of Grantee in its reasonable discretion. Areas damaged by any

such storage outside of the Development Area shall be restored as provided in Section 3.11.

3.1.6. Notice Required Prior to Site Disturbance. The Grantor shall provide to the Grantee written notice of any new construction, replacement, or removal of any structures that involves site disturbance at least thirty (30) days prior to such construction. The notice shall include a plan of the proposed work, and the area to be disturbed during the work including the planned location of temporary construction fencing. No notice shall be required for routine maintenance, or work on structures that does not disturb the surrounding soil, including painting, window or door replacement and other similar repairs. Furthermore, Grantee is deemed to be on notice of the site disturbance that is occurring associated with the reconstruction of the building in Development Area I due to the July 2 2019 fire.

3.2. 2019/2020 Development of the Property. To pursue a Development Permit and Subdivision Plat for the Property with the Town of Jackson whereby the Property will be divided and platted into five (5) initial lots (6 initial lots on the overall Genevieve Block), and to allocate all development rights, specifically including without limitation floor area, and parking, sewer, landscape ratio and workforce housing credits or allocations that are not extinguished by this Easement as set forth in Section 13.6 below among resulting lots and the adjacent real property owned by Grantor on the Genevieve Block, and to install the infrastructure improvements associated with the new subdivision. Specifically and notwithstanding anything provided herein to the contrary, the Development Permit shall transfer from the Property to the Grantor's adjacent property on the Genevieve Block a minimum of 15,250 square feet of floor area development from the Property (for this limited purpose the Property shall not be deemed to include the area noted as "Development Lot Greenspace" on the attached **Exhibit B**, it being the intention of the parties that all development rights associated with that area is usable by the Grantor for their adjacent property that is part of the Genevieve Block) so that a total of not less than 52,000 square feet of floor area is available for development on Grantor's adjacent property on the Genevieve Block. Grantor may also affirm and allocate parking credits or allocations, workforce housing credits or allocations, sewer credits, and landscape ratio credit and other development attributes among the resulting lots and the adjacent real property owned by Grantor as Grantor may wish for the orderly development of the Property. The creation of easements and the installation of infrastructure, including but not limited to water, sewer, storm water, electrical, natural gas, telecommunications, access, and pathways required to service the businesses within the Development Areas or otherwise by the Town of Jackson for the issuance of the Development Permit and approval of the Subdivision Plat contemplated above is expressly permitted on the Property notwithstanding anything in this Easement to the contrary and specifically notwithstanding the requirement that such uses be undertaken in a manner consistent with the Conservation Purposes set forth above, provided that Grantor undertakes such work as soon as a reasonably practicable following approval of the Subdivision Plat and complies with the notice provisions of Section 3.1.6. Further, Grantor shall provide Grantee and its representatives advance notice of each meeting with the Town of Jackson regarding the Development Permit and Subdivision Plat and an opportunity to

attend and participate in each such meeting. The parties hereto understand the dynamic development process to which the Property will be subject pursuant to the 2019/2020 Development Plan and subdivision improvement installation. Therefore, for purposes of the 2019/2020 Development Plan and subdivision improvements, any prior written approval required to be provided by Grantee shall be provided by Grantee within seven (7) business days of request and shall not be unreasonably withheld.

3.3. Utilities. To install, use, repair, remove, replace, and maintain utility systems on the Property, provided that such systems are within existing utility easements or rights of way, or within utility easements or rights of way required pursuant to the Development Permit and Subdivision Plat process contemplated by Section 3.2 above. Other than existing utilities, and utilities to be located within existing rights of way over which the Grantor has no control, utilities shall be located underground, except for junction boxes, meters, transformers, and other similar equipment that cannot be located underground, or where geological conditions make underground installation infeasible, or unless otherwise approved by Grantee in its reasonable discretion.

3.4. Improve and Maintain the Greenspace Lot. To improve and maintain the Greenspace Lot on the Property, including surface water to the extent it may continue to exist on the Property, provided the planning and design for the improvements are acceptable to the Grantee in its sole discretion.

3.5. Paths and Driveways. To use existing paths and driveways on the Property as shown in the Inventory, and to construct, use and maintain new paths and driveways within easements and rights of way placed on the Property in accordance with Section 3.2 above. The construction of any new paths or driveways shall require the prior, written approval of the Grantee in its reasonable discretion as to the specific location within the Property and the materials utilized. If the Grantee prefers different material or appearance than proposed, the Grantor will accommodate such request provided that the different material or appearance does not increase the cost to Grantor. If the cost for a different material or appearance is increased, the Grantor agrees to make the change if the Grantee pays such cost difference and there are no long-term maintenance or other impacts to Grantor. Areas disturbed for any work on paths and driveways, or abandoned in connection with any relocation of any path or driveway shall be restored as provided in Section 3.11. For purposes of this Conservation Easement, "driveway" shall mean a private access way, not exceeding the minimum width required by the Town of Jackson for such driveway; and "path" shall mean a dirt or wood-chip path or a path created with spaced pavers or other hardscape material, not exceeding the minimum width required by the Town of Jackson for such path.

3.6. Use and Parking of Vehicles. Use of motorized vehicles off of driveways and paths shall be limited to uses necessary (i) for fire suppression around structures and (ii) for emergency or severe weather winter access when ordinary access is not available (iii) for maintenance of the lawn on the Property and (iv) for other uses reserved in this Easement with the prior permission of the Grantee in its reasonable discretion. Vehicles may be parked

on the Property only within permitted driveways or in enclosed parking areas permitted by this Easement.

3.7. Planting. To plant and maintain species native to Teton County and non-native, non-invasive, non-noxious species, only within the Development Areas. Any planting outside of the Development Areas shall require the prior approval of Grantee, in its sole discretion.

3.8. Recreational Use. To use the Property for non-motorized recreational uses, provided that any such activities shall not require permanent infrastructure with impervious surfaces, and shall not adversely impact soils on the Property.

3.9. Trees and Vegetation. The Grantor reserves the right to move or remove dead or diseased trees that pose a threat of injury to people or structures on the Property, but only in accordance with the Tree Management Plan adopted by Grantee. In addition, the Grantor reserve the right to clear vegetation as necessary (i) for work on reserved structures on the Property, (ii) for the installation of reserved utilities, (iii) for the construction and maintenance of reserved driveways and paths and (iv) when removals will stop or prevent the spread of insect infestation or disease. The Grantor shall provide written notice to the Grantee prior to undertaking the activities described in this Section.

3.10. Signs. To construct, locate and maintain signs in the Development Areas on the Property, and to construct, locate and maintain signs outside of the Development Areas with the prior written approval of Grantee in its sole discretion. All signs existing on the Effective Date are deemed to be approved and not subject to the limitations set forth hereafter. Signs shall be constructed of non-reflective materials and no individual sign shall exceed twenty-four (24) square feet. Signs shall not be lighted, provided that any signs that are lighted as of the Effective Date are permitted.

3.11. Grading and Filling. To grade, fill, level, berm or ditch on the Property, but only as necessary for uses expressly reserved in this Section 3. Any area disturbed by such work, as well as grading or filling that occurs in connection with any other reserved activity such as utility installation, driveway or path construction, underground parking garage construction or otherwise, including any parking or storage of equipment, materials, or debris, shall be promptly restored to a condition similar to the surrounding undisturbed land, or to such other condition as the Grantee may approve in writing.

3.12. Fencing. To remove the existing fences and gates on the Property. No new fences or gates may be constructed on the Property unless otherwise approved in writing by Grantee in its sole discretion, except for construction fencing as permitted herein.

3.13. Tenant Rights. To allow each existing tenant listed on **Exhibit C** to occupy and use the Property in accordance with their respective lease listed on **Exhibit C** until the termination of each such lease, which termination the Parties expect to occur no later than the date that is approximately one year after the Effective Date (other than the lease for the Workshop building) or the date the Subdivision Plat contemplated by Section 3.2 is approved

and the subsequent conveyances of lots is complete, notwithstanding the fact that the occupancy and uses pursuant to the leases may conflict with the terms of this Easement.

3.14 Development of Underground Parking on Development Lot Greenspace. To completely excavate the area noted as Development Lot Greenspace on the attached **Exhibit B** for the purpose of building underground parking to serve Grantor's adjacent property within the Genevieve Block. After the completion of any such excavation, the Grantor shall return the surface of the Development Lot Greenspace to the condition in which it existed prior to the commencement of excavation. Thereafter, Grantor shall retain the right to utilize underground parking and related uses of the subsurface of the Development Lot Greenspace.

3.15. Other Uses. To undertake any other use of the Property that is consistent with the Conservation Purposes, provided that the Grantor shall obtain the written approval of the Grantee prior to undertaking such uses, which approval shall be granted in the sole discretion of the Grantee. Uses reserved pursuant to this Section 3.15 shall not be deemed "expressly reserved" for any other purpose of this Conservation Easement. No use may be approved pursuant to this Section 3.15 unless the approval is consistent with the requirements set forth in Section 13.10 for the amendment or termination of this Conservation Easement.

4. Prohibited Uses.

The Grantor hereby relinquishes the right to use the Property in ways that are inconsistent with the Conservation Purposes, and all such uses are prohibited. Specifically, the following uses of the Property are deemed to be inconsistent with the Conservation Purposes, and are prohibited:

4.1. Structures. Construction or placement of any structures on the Property, except as expressly reserved in Section 3.

4.2. Removal of Vegetation. Removal, destruction, or cutting of native vegetation on the Property, except as expressly reserved in Section 3.

4.3. Grading and Filling. Grading, filling, and any other alteration of the existing topography of the Property, except as expressly reserved in Section 3.

4.4. Introduction of Non-native Species. Introduction of non-native plant or animal species on the Property, except as expressly reserved in Section 3.

4.5. Use of Chemicals. Use of chemicals on the Property, except as expressly reserved in Section 3.

4.6. Roads, Vehicle Trails and Paths. Construction of any roads, drives, vehicle trails, or paths on the Property, except as expressly reserved in Section 3.

4.7. Use of Vehicles. Non-emergency use of motorized vehicles or aircraft on the

Property, except as expressly reserved in Section 3.

4.8. Land Division. Division or *de facto* division of the Property (through sales, partition, long-term leases, or otherwise), including the transfer of any part of the Property separate from the remainder of the Property, except as expressly reserved in Section 3.

4.9. Mining and Mineral Extraction. Mining by strip mining, surface mining or any other method (including the extraction or removal of gravel or similar materials), and drilling and exploring for oil or gas on the Property, except as expressly reserved in Section 3.

4.10. Industrial Use. Construction, location, or operation of any industrial facilities or uses on the Property.

4.11. Water Rights. Transferring, encumbering, leasing, selling, or otherwise separating any water rights from the Property without the prior written approval of the Grantee, in the sole and absolute discretion of the Grantee, provided that the abandonment of surface irrigation water rights appurtenant to the Property under the John P. Simpson Appropriation, Permit No. 1539 and any other irrigation rights of record on file with the Wyoming State Engineer's Office in connection with the Subdivision Plat is permitted.

4.12. Storage and Dumping. Except as expressly reserved in Section 3, outdoor storage of materials, and the long-term parking or storage of equipment or vehicles, and the dumping, disposal or storage of refuse, trash, toxic or other materials on the Property.

4.13. Consent to Mining. Consent to any mining or surface mining for minerals on the Property under Wyo. Stat. Ann. §§35-11-406(b)(xi) or (xii), or other applicable laws.

5. Inventory.

The Inventory describes the existing condition, character and labeled features of the Property. The parties acknowledge the accuracy of the Inventory and they acknowledge receipt of the Inventory prior to the execution of this Conservation Easement. The Inventory may be used to monitor compliance with the terms of this Conservation Easement and to assist in the enforcement of its terms. However, the parties shall not be foreclosed from using other relevant evidence to assist in the resolution of any controversy regarding compliance.

6. Notice and Approval Requirements.

6.1. Form of Notice. Any notices or other communications to be given under the terms of this Conservation Easement shall be in writing and shall be delivered in person, by USPS mail, by certified mail, overnight courier, by facsimile or by electronic mail. Such notices shall be deemed to have been given when actually delivered if confirmed by a receipt, or within three business days of sending in the case of any delivery for which there is no receipt, or when sent with no transmission failure notice if by electronic mail. Notices shall be sent to the intended party pursuant to the contact information provided in this document or such

other address as a party may provide to the other, pursuant to this Easement. Each Party shall be required to keep their contact information updated with the other Party to facilitate timely notice.

6.2. Response by the Grantee. The Grantee shall, within thirty (30) business days from receipt, respond in writing to any request for approval by the Grantor made in compliance with this Section 6. Until expressly permitted in writing by the Grantee, the Grantor shall not commence the activity described in the notice. In the event that the Grantee fails to respond to such a request within such period, the requested approval shall be deemed granted, but such deemed approval shall not allow any activity on the Property that is inconsistent with the Conservation Purposes. In the event that the Grantee objects to the proposed activity it shall inform the Grantor in writing of the manner, if any, in which the proposed activity can be modified to satisfy its objections, at which time the Grantor may submit a revised proposal, and the Grantee shall review and respond to such revision in the same manner as to the original notice. Any objection by the Grantee to a proposed activity shall be based upon its opinion that the proposed activity is inconsistent with this Conservation Easement, or upon any specific standards provided for herein. The Grantee shall have reasonable discretion in determining whether or not a proposed activity is consistent with the terms of this Conservation Easement and any such standards. In no event may the Grantee permit any activity on the Property that would be inconsistent with the Conservation Purposes.

6.3. Content of Notices. All notices required by this Conservation Easement requesting approval shall be in writing, and shall provide sufficient information to allow the Grantee to determine whether the proposal is consistent with the Conservation Purposes. An email or facsimile shall be deemed to be a writing for this purpose.

7. Enforcement of this Conservation Easement.

7.1. Right to Injunction. The parties recognize that money damages or other non-injunctive relief may not adequately remedy a violation of the terms of this Conservation Easement. Therefore, any violation shall be subject to abatement through injunctive proceedings, including the imposition of temporary restraining orders, preliminary injunctions, specific performance, or any other legal means. No bond, proof of damages or the inadequacy of other remedies shall be required in seeking injunctive relief.

7.2. Right to Restoration. The Grantee shall have the right to enforce the restoration of all Conservation Values damaged by activities inconsistent with the Conservation Purposes. Such restoration shall be, as nearly as possible, to the condition that existed prior to any changes not allowed under the terms of this Conservation Easement.

7.3. Right to Recover Damages. In the event of a violation of the terms of this Conservation Easement, in addition to other remedies, the Grantee shall be entitled to recover all damages necessary to place the Grantee in the same position that it would have been in but for the violation. In determining such damages the following factors, among others, may be considered: (i) the costs of restoration of the Property, and (ii) the cost of purchasing a

conservation easement containing terms comparable to the terms of this Conservation Easement on land in the vicinity of the Property, of a size, and with conservation values, roughly comparable to those of the Property.

7.4. Costs and Attorney's Fees. In addition the Grantee shall be entitled to recover the costs of enforcement of any of the terms of this Conservation Easement, including reasonable attorney's fees, expenses and court costs, provided that it is, at least in substantial part, the prevailing party in any such action.

7.5. Right to Proceed Against Third Parties. The Grantee has the right to proceed against any third party or parties whose actions threaten or damage the Conservation Values, including the right to pursue all remedies and damages provided herein. The Grantor shall cooperate in such proceeding.

7.6. Assignment of Trespass Claims. If the Grantor does not actively pursue any cause of action for trespass by third parties resulting in damage to the Conservation Values and if requested by the Grantee, the Grantor shall assign to the Grantee any such cause of action that may be available to the Grantor. The Grantor may condition such assignment to provide for diligent prosecution of any such action by the Grantee and division according to the proportionate values determined pursuant to this document, between the Grantee and Grantor of any recovery, over and above the Grantee's attorney's fees and expenses incurred, and costs of restoration of the Property, resulting from such action.

7.7. Grantor's Right to Recover Damages. In the event that the Grantee is found by a court having jurisdiction in the case to have willfully or wantonly, and in direct contravention of this Easement, violated the terms of this Conservation Easement, the Grantor shall be entitled to recover such damages as the Grantor may have incurred as a result of such violation, together with reasonable attorney's fees, expenses and court costs.

7.8. No Waiver. Failure by either party to exercise the rights granted to it by this Conservation Easement, in the event of any violation of its terms, shall not be deemed to be a waiver of such Party's rights as to that or any subsequent violation. The parties hereby expressly waive defense of laches, estoppel and prescription.

8. Payment of Costs, Taxes or Assessments.

8.1. Payment of Costs. The Grantor shall bear all costs of operation, upkeep and maintenance of the Property.

8.2. Payment of Taxes. The Grantor shall be responsible for the payment of all real estate taxes and assessments levied upon the Property or this Conservation Easement, and the Grantee shall have no obligation, or responsibility, for the payment of such taxes or assessments. The Grantee shall have the right to make any payment or to participate in any proceeding resulting from any delinquency, as necessary to protect its interest in the Property.

8.3. Indemnification. The Grantor shall indemnify the Grantee and the Indemnified Parties from any liability or expenses incurred by the Grantee in connection with the payment of the costs or taxes that are the subject of this Section 8.

9. Indemnification from Damages.

The parties acknowledge and agree that the Grantee has neither possessory rights in the Property, nor any right or responsibility to control the use of the Property (except to enforce the restrictions provided for in this Conservation Easement), nor to maintain, or keep up the Property; the Grantor retains all such rights and control exclusively.

9.1. Indemnification by Grantor. The Grantor shall indemnify the Grantee, and the Indemnified Parties, from any court awarded damages, together with reasonable attorney's fees and expenses, resulting from personal injury or property damage that occurs on the Property not due to the negligence of the Grantee or its agents, and from liability, including liability under CERCLA, or similar local, state or federal laws, relating to cleanup of hazardous substances that were released, or in any way deposited on the Property, other than by the Grantee or its agents.

9.2. Indemnification by Grantee. The Grantee shall indemnify the Grantor and its successors and assigns, from any court awarded damages, together with reasonable attorney's fees and expenses, resulting from personal injury or property damage that occurs on the Property due to the negligence of the Grantee or its agents and from liability, including liability under CERCLA, or similar local, state or federal laws, relating to cleanup of hazardous substances that were released or in any way deposited on the Property by the Grantee or its agents.

10. Assignment of Conservation Easement.

This Conservation Easement may be transferred by the Grantee, on the following terms and conditions:

10.1. Transfer Limited to Qualified Organizations. If the Grantee decides to transfer this Conservation Easement, or ceases to be a qualified organization under §170(h)(3) of the Code, it shall promptly transfer this Conservation Easement to a non-profit, non-governmental organization qualified under §170(h)(3) of the Code that is able and willing to carry out the Conservation Purposes in perpetuity. It shall be a precondition to the transfer of this Conservation Easement that the transferee organization shall be required, and shall agree in writing, to carry out the Conservation Purposes in perpetuity.

10.2. Notice to the Grantors Prior to Transfer. The Grantee shall give thirty (30) days written notice to the then owner of the Property prior to transferring this Conservation Easement, giving the then owner the opportunity to object to specific potential transferees and to express preferences. The Grantee shall, whenever reasonably practical, honor such owner's preferences regarding a transferee of this Conservation Easement, provided that they

are made known to the Grantee within such thirty-day period, and provided that any suggested transferee meets the other criteria of this Section 10.

11. Extinguishment of this Conservation Easement.

This Conservation Easement may only be terminated by a court of competent jurisdiction upon a request to terminate made by the Grantor and the Grantee, and after a finding by the court that the conditions or circumstances on or surrounding the Property have changed to such a degree that it has become impossible to fulfill the Conservation Purposes of the Conservation Easement. In the event that this Conservation Easement is terminated as to all, or a portion, of the Property, the Grantee shall be entitled to a share of any proceeds resulting from the conveyance of the underlying Property on the terms contained in this Section 11. This provision is required by §1.170A-14(g)(6)(ii) of the Regulations for a “qualified conservation contribution,” and is intended by the Parties to comply with such Regulations, and to entitle the Grantee to all of the rights that such Regulations require that a “donor” grant to a “donee organization” with respect to a qualified conservation contribution.

11.1. *Value of this Conservation Easement.* This Conservation Easement constitutes a real property interest immediately vested in the Grantee with a fair market value that is at least equal to the proportionate value that this Conservation Easement, as of the date of conveyance, bears to the value of the Property as a whole at that time. The Parties agree that for purposes of this Conservation Easement the percentage the fair market value of this Conservation Easement bears to the fair market value of the entire Property (surface estate only) is 56.2%. This proportionate value shall remain constant except as set forth in Section 11.2 below.

11.2. *Payment in the Event of Extinguishment.* In the event of an unexpected change in circumstances surrounding the Property that makes impossible, or impractical, the continued use of the Property for the Conservation Purposes, and any or all of the restrictions of the Conservation Easement are extinguished by a judicial proceeding, or if for any other reason this Conservation Easement is terminated as to all, or a portion, of the Property, the Grantee, on a subsequent sale, exchange, or involuntary conversion of the Property, or any portion thereof, shall be entitled to a percentage of the proceeds of such sale, exchange or involuntary conversion, equal to the proportionate value determined according to Section 11.1. In the event that such proportionate value was determined without regard to structural improvements existing on the Property at the time of the conveyance, then such improvements shall be disregarded in determining the amount of such proceeds to which the Grantee is entitled hereunder. In any event, the value of structural improvements made to the Property after the date of conveyance shall be disregarded in determining such amount. For example, if on the Effective Date a property is deemed to be worth One Hundred Thousand Dollars (\$100,000.00) and the easement is deemed to be worth Fifty Percent (50%) of that value, and the property, without further improvement by the landowner, is subsequently sold as set forth in this paragraph for One Hundred Fifty Thousand Dollars (\$150,000.00); then the grantee would be entitled to Seventy-Five Thousand Dollars (\$75,000.00) of such proceeds. However, if the landowner had made improvements to the property that result in a

sales price of Three Hundred Thousand Dollars (\$300,000.00) but only One Hundred Fifty Thousand (\$150,000.00) of the value is attributable to the land as its improvements existed on the Effective Date, then grantee is still entitled to only Seventy Five Thousand Dollars (\$75,000.00) or Fifty Percent (50%) of the value of the property with the improvements disregarded.

11.3. Use of Proceeds by the Grantee. Any proceeds received by the Grantee pursuant to this Section 11 shall be used by the Grantee in a manner that is consistent with the Conservation Purposes.

12. Notice to the Grantee of Property Transfer.

The Grantor shall provide the Grantee with thirty (30) days written notice prior to conveying the Property or any portion thereof or interest therein. The notice shall include the name, address, telephone number and email address of the transferee. Failure to provide this notice shall not in any way affect the validity or enforceability of this Conservation Easement against any subsequent owner of the Property, or the validity of the conveyance.

13. Miscellaneous Provisions.

13.1. Severability. If any provisions of this Conservation Easement or the application thereof to any person, or circumstance, are found to be invalid, the remainder of this Conservation Easement, and the application of such provisions to other persons, or circumstances, shall not be affected.

13.2. Limitation on Liability. A party's rights and obligations pursuant to this Conservation Easement shall terminate upon transfer of that party's interest in the Conservation Easement, or in the Property whichever applies, except that liability for the acts or omissions of such party during the time that such party held an interest shall survive transfer of any such interest.

13.3. Recordation. This Conservation Easement shall be recorded in the Office of the Clerk of Teton County, Wyoming, and may be re-recorded at any time by either Party.

13.4. Construction. This Conservation Easement shall be construed according to the laws of the State of Wyoming and the United States. Grantor and Grantee desire that any interpretation of this Easement be construed as to further the conservation and protection of the Conservation Values of the Property. If any provision of this Conservation Easement is found to be ambiguous, an interpretation consistent with advancing the Conservation Purposes shall be favored over any other interpretation. Neither of the Parties shall be deemed the draftsman of this Conservation Easement or any part thereof, each having had the benefit of counsel of their own choosing in negotiating its terms.

13.5. Venue and Jurisdiction. The Parties agree that venue and jurisdiction for the trial of any dispute between them or any third party relating to the enforcement or violation of any

of the terms of this Conservation Easement shall be the state court of general jurisdiction in Sublette County, Wyoming.

13.6. Extinguishment of Development Rights. The Grantor hereby grants to the Grantee, and by this Easement the Grantee hereby extinguishes the following development rights on the Property: a total of Thirty Seven Thousand Three Hundred Fifty-Five point Five square feet (37,355.5sf) of potential floor area. (referred to herein as the "extinguished floor area"). The Grantor unconditionally and irrevocably relinquishes the right to transfer the extinguished floor area to any other property, or to use it for the purposes of calculating permissible floor area of the Property or any other property. Furthermore, the Grantor hereby extinguishes all development rights associated with the 22,475sf from the Greenspace Lot designated on Exhibit B specifically excluding any sewer credits, parking credits or allowances, landscape ratio credit, or affordable housing or workforce housing credits associated with the Greenspace Lot. Except for those development rights specifically excluded in the previous sentence, "development rights" for this purpose shall be deemed to include, but not be limited to, any additional square footage not counted against floor area, all development rights and development potential that are now or hereafter allocated to, implied, reserved or inherent in the Property or any portion thereof, including, but not limited to all subdivision and development density rights and potential and the right to use any of the acreage of the Property in any acreage calculation having the effect of creating, or contributing to, additional development on or off the Property, whether such rights exist now or in the future under federal, state or local law, or otherwise. For the avoidance of doubt, and notwithstanding anything else provided herein, the development rights expressly reserved by Grantor herein and in particular pursuant to the Development Permit, Subdivision Plat and subdivision infrastructure installation and process permitted in Section 3.2 are exempt from the restrictions in this Section 13.6.

13.7. Relation to Governmental Land Use Regulations. The restrictions imposed by the terms of this Conservation Easement are independent of any and all governmental regulations that apply to the use of the Property, including the land development regulations of Jackson, Wyoming, except when specifically referred to in this Easement. The relationship of this Conservation Easement and any such regulations is such that, although the terms of this Conservation Easement and such regulations apply simultaneously to the Property, the more restrictive regulation or Conservation Easement restriction will govern the use of the Property. This provision is intended as a clarification and does not impose additional restrictions on the use of the Property. To the extent any governmental regulations that apply to the use of the Property require development that conflicts with the restrictions imposed by this Easement, the Grantor shall be required to submit an application to the appropriate governmental authority for a variance from the governmental regulation at issue.

13.8. Control of the Property. Nothing in this Conservation Easement shall be construed as giving rise to any right or ability in the Grantee to exercise physical or managerial control over the day-to-day operations of the Property, or any of the Grantor's activities on the Property, or otherwise to "participate in management" of the Property, within the meaning of CERCLA, or similar federal, state, or local laws.

13.9. Amendment. This Conservation Easement is permanent and may not be amended without the written consent of the Grantee, in its discretion. Nevertheless, and regardless of whether any federal or state tax benefits were sought in connection with the original grant of this Conservation Easement, no amendment of this Conservation Easement shall be valid unless it is pursuant to the order of a court having jurisdiction in the case, or unless the action of the Grantee in consenting to such amendment complies with (i) the then existing federal tax law governing publicly-supported charitable organizations (currently Code Section 501(c)(3)(A) and accompanying Regulations); (ii) with the provisions of the federal tax law governing "qualified" holders of conservation easements (currently Code Section 170(h)(3) and accompanying Regulations); and (iii) with the policies of the Grantee governing the amendment of conservation easements.

13.10. Third Party Beneficiaries. The Grantor and Grantee intend that no third party have a right of enforcement under the provisions of Wyo. Stat. Ann. §34-1-203(a)(iii), except as expressly provided herein. There are no third-party beneficiaries with a right to enforce this Conservation Easement.

13.11. Deductibility. Grantee does not provide any warranty or other assurance as to the deductibility of the contribution of any interests hereby conveyed, and the conveyance of this Conservation Easement is not conditioned upon deductibility.

13.12. No Merger. The Grantor and Grantee explicitly agree that it is their express intent, forming a part of the consideration hereunder, that the provisions of the Easement set forth herein are to last in perpetuity, and that to that end no purchase or transfer of the underlying fee interest in the Property by or to the Grantee, or any successor or assignee will be deemed to eliminate this Conservation Easement, or any portion thereof, pursuant to the doctrine of "merger" or any other legal doctrine.

13.13. Successors; Benefits and Burdens. The covenants, terms, conditions, easements, benefits, and burdens of this Easement shall be binding upon and inure to the Parties hereto and their respective successors and assigns and shall continue as a restriction running in perpetuity with the Property. An owner of the Property shall only be responsible for those violations first occurring on the Property during such owner's ownership, and while still an owner of the Property.

D. DEFINITIONS

The following terms shall have the respective meaning given to them below. Additional definitions are sometimes provided in the body of this Conservation Easement.

1. The terms "Code" and "Regulations" shall mean the Internal Revenue Code of 1986, as amended, and the Treasury Regulations promulgated under the Code, including references to comparable provisions of any subsequent revision of the Code and Regulations.

2. The terms “currently” or “existing” shall mean existing or current at the Effective Date of this Conservation Easement.
3. The term “Grantee” shall mean The Jackson Hole Land Trust and its successors and assigns in title to this Conservation Easement.
4. The term “Grantor” shall mean the Grantor and the Grantor’s successors and assigns in title to the Property.
5. The term “impervious surface” means surfaces that are covered by asphalt, concrete, roofs, or any other surface that does not allow water to percolate into the soil.
6. The term “Indemnified Parties” shall include the Grantee’s officers, employees and board members, and their heirs, successors and assigns.
7. The term “Parties” refers to Grantor and Grantee, collectively.
8. The term “reserved” shall mean a use of the Property that is expressly reserved by the Grantors as a right under the terms of this Conservation Easement.
9. The term “Section” shall refer to the referenced section and all subsections of a section, if any.

ACCEPTED this 16 day of August, 2019.

THE JACKSON HOLE LAND TRUST

By: Lori Fields
Lori Fields, Vice Chair of the Board

STATE OF WYOMING)
 ss:
COUNTY OF TETON)

This instrument was acknowledged before me on AUGUST 16, 2019, 2019, by Lori Fields, as Vice Chair of the Board of The Jackson Hole Land Trust, a Wyoming nonprofit corporation.

WITNESS, my hand and official seal.

[Signature]
Notary Public

My commission expires:

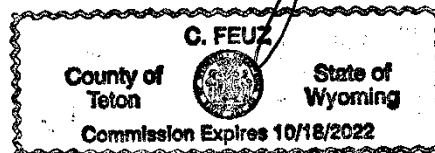


EXHIBIT A-1
Legal Description of the Genevieve Block

Genevieve Block Conservation Easement – Exhibits

Exhibit A-1

Two parcels of land being part of the SW $\frac{1}{4}$ SW $\frac{1}{4}$ of Section 27, T41N, R116W, 6th P.M., Teton County, Wyoming, as described in those Warranty Deeds recorded in the Office of the Clerk of Teton County, Wyoming in Book 698 of Photo, pages 824-825 and Book 850, pages 29-31 and as described by reference as follows:

PARCEL 1:

A portion of the SW $\frac{1}{4}$ SW $\frac{1}{4}$ of Section 27, T41N, R116W, 6th P.M., Teton County, Wyoming, described as follows:

Beginning at a point 494 feet east of the Section Corner common to Sections 27, 28, 33 and 34, T41N, R116W, 6th P.M., on the south line of said Section 27; THENCE northerly and at right angles to the south line of said Section 27, 200 feet; THENCE easterly and parallel to said Section line, 300 feet; THENCE southerly and at right angles to the said southerly Section line, 200 feet; THENCE westerly along said Section line 300 feet, to the Point of Beginning.

PIDN: 22-41-16-27-3-00-010

and

PARCEL 2:

That part of the SW $\frac{1}{4}$ SW $\frac{1}{4}$, Section 27, T41N, R116W, 6th P.M., Teton County, Wyoming, being more particularly described as follows:

Beginning at a point on the section line eight hundred six and one half (806 $\frac{1}{2}$) feet East of the Southwest corner of Section 27, Township 41 North, Range 116 West, 6th P.M., THENCE East along said section line, eighty seven and one half (87 $\frac{1}{2}$) feet, THENCE North one hundred and fifty (150) feet, THENCE West eighty seven and one half (87 $\frac{1}{2}$) feet, THENCE South one hundred and fifty (150) feet to the Point of Beginning; and

Beginning at a point on the section line seven hundred ninety four (794) feet East of the Southwest corner of Section 27, Township 41 North, Range 116 West, 6th P.M., THENCE East along said section line twelve and one half (12 $\frac{1}{2}$) feet, THENCE north one hundred fifty (150) feet, THENCE West twelve and one half (12 $\frac{1}{2}$) feet, THENCE South one hundred fifty (150) feet to the Point of Beginning; and

Beginning at a point which is 150 feet north of a point on the section line, 794 feet east of the southwest corner of Section 27, Township 41 North, Range 116 West, 6th P.M., THENCE east 100 feet, THENCE north 50 feet, THENCE west 100 feet, THENCE south 50 feet to the Point of Beginning.

PIDN: 22-41-16-27-3-00-009

EXHIBIT A-2
Legal Description of the Property

Genevieve Block Conservation Easement – Exhibits

Exhibit A-2

A parcel of land lying within the SW $\frac{1}{4}$ SW $\frac{1}{4}$ of Section 27, T41N, R116W, 6th P.M., Teton County, Wyoming, and being part of those parcels described in two Warranty Deeds recorded in the Office of the Clerk of Teton County, Wyoming in Book 698 of Photo, pages 824-825 and Book 850, pages 29-31, being more particularly described as follows:

BEGINNING at point on the south line of said parcel of land described in Book 698 of Photo, pages 824-825, which bears S 89°35'24" E, 50.00 feet from the southwest corner of said parcel;

THENCE departing said south line, N 00°32'53" E, 100.00 feet to a point;

THENCE S 89°35'24" E, 156.00 feet to a point;

THENCE N 00°32'53" E, 100.01 feet to a point on the north line of said parcel;

THENCE along said north line S 89°32'42" E, 94.21 feet to the northeast corner of said parcel being identical with the northwest corner of that parcel described in Book 850, pages 29-31;

THENCE along the north line of said parcel described in Book 850, pages 29-31, S 89°32'42" E, 100.00 feet to the northeast corner of said parcel;

THENCE along the east line of said parcel described in Book 850, pages 29-31, S 00°09'02" W, 199.86 feet to the southeast corner of said parcel;

THENCE along the south line of said parcel described in Book 850, pages 29-31, N 89°35'24" W, 100.00 feet to the southwest corner of said parcel being identical to the southeast corner of that parcel described in Book 698 of Photo, pages 824-825;

THENCE along the south line of said parcel described in Book 698 of Photo, pages 824-825, N 89°35'24" W, 251.60 feet to the POINT OF BEGINNING.

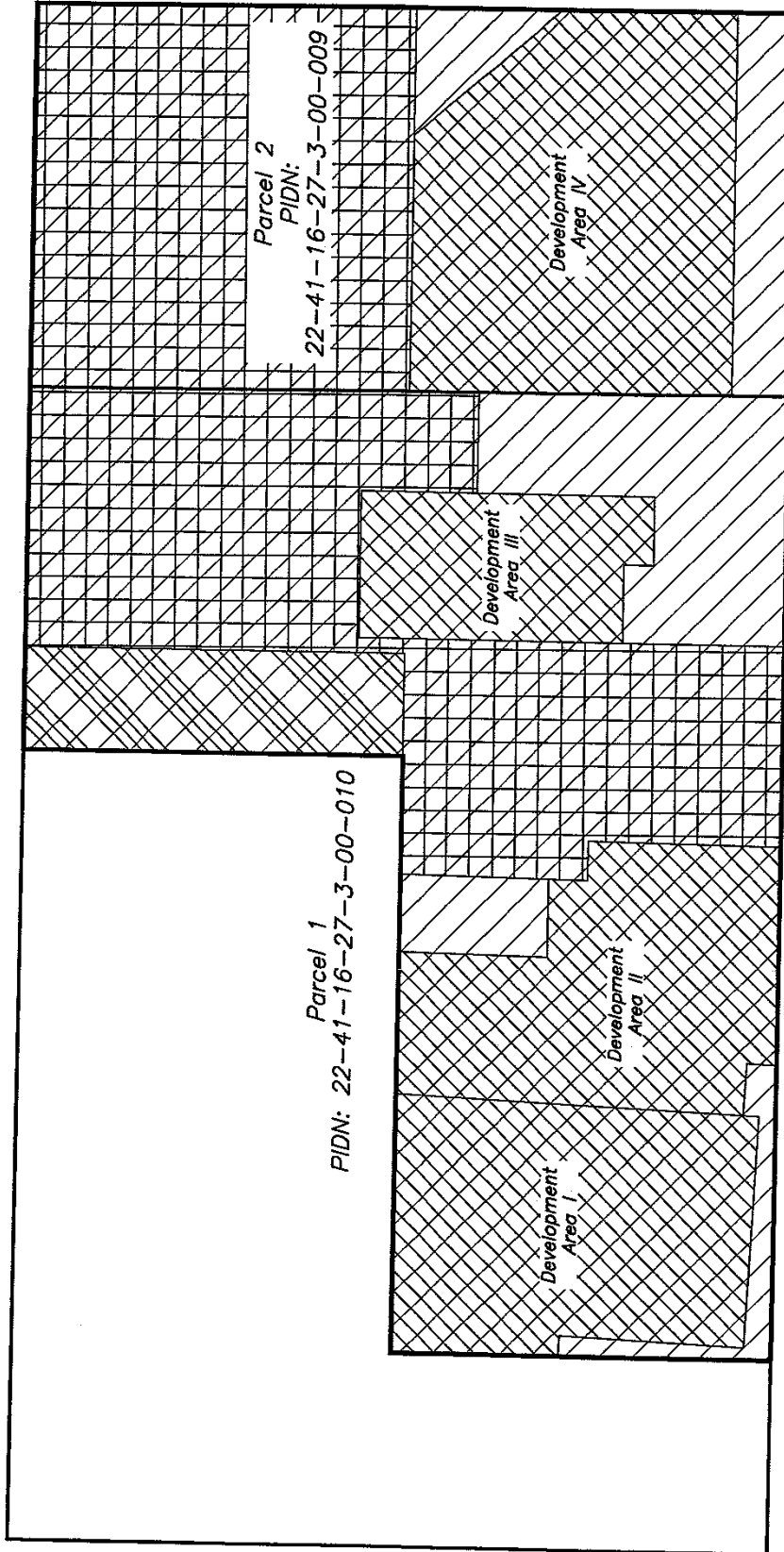
Said described parcel having an area of 1.253 acres more or less.

The Basis of Bearings for this description is geodetic with a resulting bearing along the north line those parcels described in Warranty Deeds recorded in the Office of the Clerk of Teton County, Wyoming in Book 698 of Photo, pages 824-825 and Book 850, pages 29-31 being S 89°32'42"E.

EXHIBIT B
Map of the Property

Genevieve Block Conservation Easement – Exhibits

East Deloney Ave.



East Broadway Ave.

Exhibit B

EXHIBIT B-1
Coordinates of Development Areas

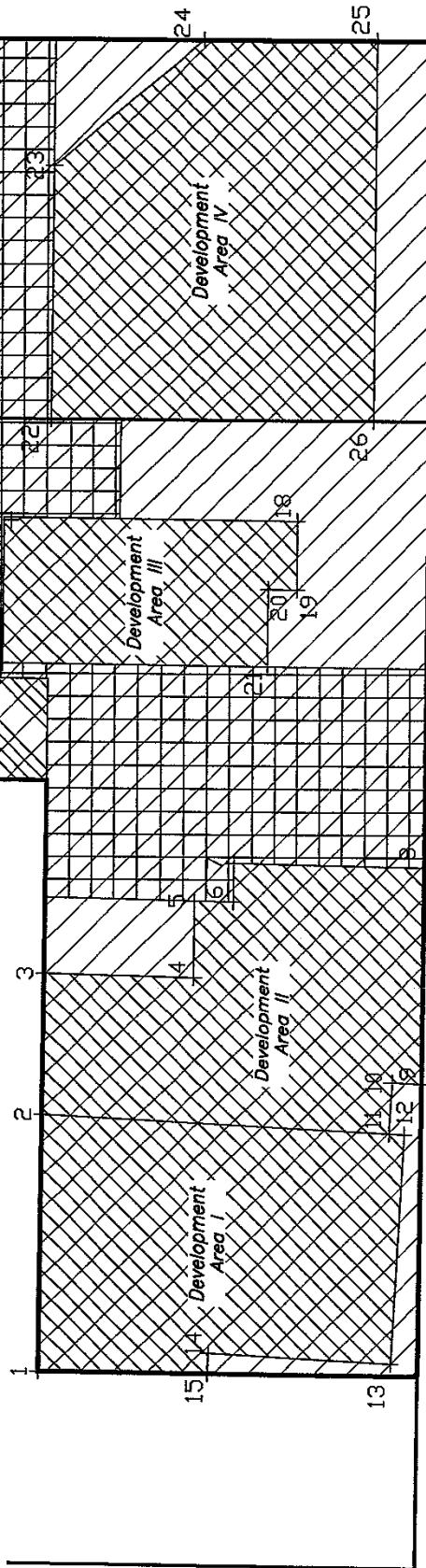
Genevieve Block Conservation Easement – Exhibits

Point	Northing	Easting
1	7414680.88	2444984.10
2	7414680.40	2445051.82
3	7414680.13	2445088.20
4	7414640.89	2445088.34
5	7414640.75	2445108.34
6	7414630.75	2445108.13
7	7414630.67	2445118.43
8	7414579.92	2445117.33
9	7414580.33	2445060.42
10	7414588.22	2445080.82
11	7414588.93	2445047.09
12	7414584.85	2445046.88
13	7414588.14	2444986.42
14	7414536.51	2444989.04
15	7414636.78	2444983.64
16	7414691.62	2445170.61
17	7414689.46	2445208.38
18	7414614.14	2445208.42
19	7414614.29	2445190.47
20	7414622.11	2445190.54
21	7414622.27	2445169.95
22	7414679.08	2445234.99
23	7414678.60	2445301.76
24	7414639.48	2445334.89
25	7414593.37	2445334.77
26	7414594.08	2445234.77

East Deloney Ave.

Parcel 1
PIDN: 22-41-16-27-3-00-010

Parcel 2
PIDN: 22-41-16-27-3-00-009



East Broadway Ave.

- Parcel Boundary Line
- Conservation Easement Area
- Development Area
- Greenspace Lot
- Development Lot Greenspace

Note: Horizontal coordinates shown hereon represent GPS ground measurements in US Survey Feet referenced to the State Plane Coordinate System, Wyoming West Zone (4904) NAD83, Geoid 12B based on a project scale factor of 1.0003218189

Exhibit B1

EXHIBIT C
Existing Tenants and Leases on the Property

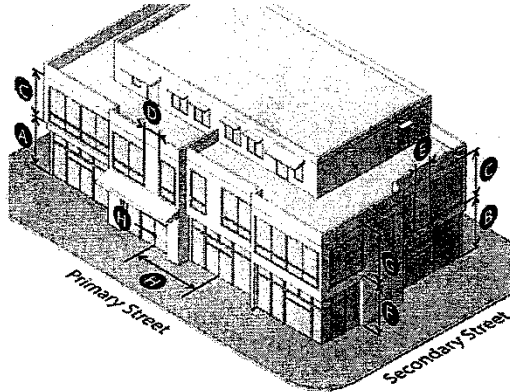
Tenant	Lease
135 E. Broadway, LLC	Lease, dated September 28, 2017, between Deloney Street, LLC and 135 E. Broadway, as amended
Persephone Bakery	Lease, dated October 16, 2017, between Deloney Street, LLC and Persephone Bakery, LLC, as amended
Healthy Being Juicery	Lease, dated October 31, 2018, between Deloney Street, LLC and Healthy Being, LLC, as amended
Graham and Beth Jacobs	Residential Lease Agreement, dated November 16, 2018, between BWD Street LLC and Graham and Beth Jacobs, as amended, for lease of 175 E. Broadway St. Unit A, as amended
Stephen Colby	Unwritten lease agreement with Stephen Colby for lease of 175 E. Broadway St. Unit B, as amended
Susan Fleming Jewelry, LLC	Lease, dated March 31, 2018, between Deloney Street, LLC and Susan Fleming Jewelry, LLC, as amended

EXHIBIT D

Genevieve Block Conservation Easement – Exhibits

[REDACTED]

1 Shopfront



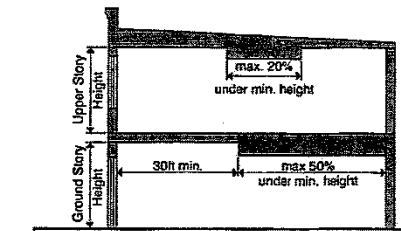
Description

In the Shopfront Frontage, the main facade of the building is located at or near the public sidewalk, often with at-grade entrances spaced at regular intervals. The Shopfront Frontage is intended primarily for retail uses, and has substantial glazing (windows and doors) at the sidewalk level.

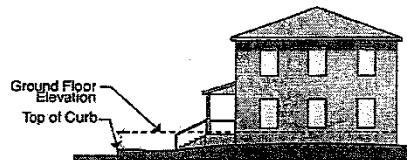
Story Height	Sec. 9.4.13.	
Ground story height (min)	12'	A
Upper story height (min)	9'	B
Ground floor elevation (min-max)	0' - 2'	C
Transparency	Sec. 9.4.14.	
Ground story, primary street (min)	60%	D
Ground story, secondary street (min)	30%	E
Upper story, primary/secondary street (min)	20%	F
Blank Wall Area	Sec. 9.4.15.	
Blank wall area, primary street (max)	15'	G
Blank wall area, secondary street (max)	30'	H
Pedestrian Access	Sec. 9.4.16.	
Entrance facing primary street (max)	Required	I
Entrance spacing along primary street (max)	50'	J

9.4.13. Story Height (11/23/16, Ord. 1155)

- A. Story height is measured from the top of the finished floor to the ceiling above.
- B. The minimum ground story height applies to the first 30 feet of the building measured inward from a street-facing facade. At least 50% of the ground story must meet the minimum height provisions.
- C. At least 80% of each upper story must meet the minimum upper story height provisions.



- D. Ground floor elevation is measured from top of the adjacent curb to the top of the finished ground floor.
- E. Ground floor elevation applies to the first 30 feet of the lot measured from the back of the pedestrian frontage.

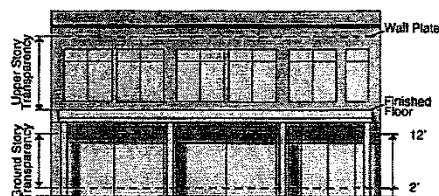


9.4.14. Transparency (11/23/16, Ord. 1155)

Transparency is the percentage of a story's facade that is glass windows or doors. Glass is considered transparent where it has a transparency higher than 80% and external reflectance of less than 15%.

A. Calculation

Transparency is calculated by dividing the total area of transparent glass on the story by the total area of the story's facade. The story facade is the area between the top of the finished floor to the top of the finished floor above. When there is no floor above, it is measured to the top of the wall plate.

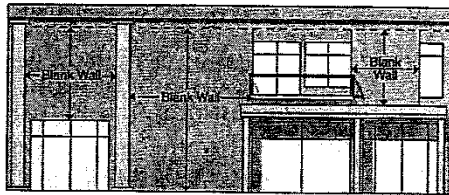


B. Shopfront Frontage

1. In the Shopfront Frontage, at least 70% of street-facing, ground story windows must allow views into the building for a depth of at least 8 feet. Windows cannot be made opaque by window treatments (except operable sunscreen devices).
2. In the Shopfront Frontage, ground story transparency is measured between 2 and 12 feet above the adjacent sidewalk.

9.4.15. Blank Wall Area (11/23/16, Ord. 1155)

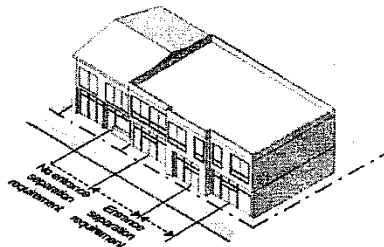
- A. Blank wall area is the portion of a facade that does not include: windows or doors; columns, pilasters or other articulation greater than 12 inches in depth; or a substantial material change (paint color is not considered a substantial change). The same material used in a different pattern does not constitute a substantial material change.



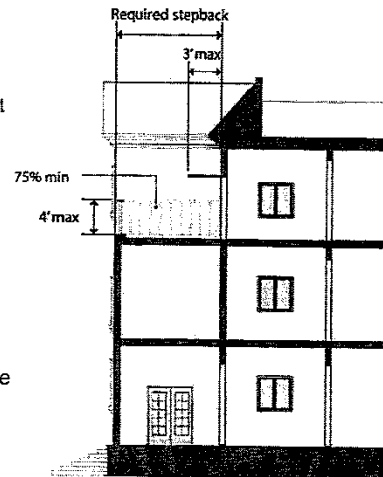
- B. A blank wall area is permitted unless it exceeds the maximum in both a vertical and horizontal direction.

9.4.16. Pedestrian Access (11/23/16, Ord. 1155)

- A. An entrance providing both ingress and egress, operable to residents or customers at all times during operating hours, is required to meet the street-facing entrance requirements. Additional entrances off another street, pedestrian area or internal parking area are permitted.
- B. The entrance spacing requirements must be met for each building, but are not applicable to adjacent buildings.



- C. An angled entrance may be provided at either corner of a building along the street to meet the street-facing entrance requirements.



NOTES

Subject Property has a physical address of 135 & 175 East Broadway Avenue, Jackson WY.

Gross Land Areas of Delaney Street, LLC parcel and BWD Street, LLC parcel are 1.38 acres and 0.46 acres, respectively, as calculated from found survey monuments from a field survey conducted by Y2 Consultants, February 2019.

Access to subject property is via East Broadway Avenue and Delaney Avenue.

Topographic features on this map show conditions determined by a field survey made during February, March, and May of 2019, and may not reflect changes made subsequent to that date. Approximately 12"-36" of snow was present on the ground at the time of this survey in February and March. Features obscured by snow cover were located during subsequent field work.

Exterior property dimensions shown hereon were resolved based on found survey monuments and boundary resolution principles. Record bearings and distances are from Map T-20K recorded in the Office of the Clerk of Teton County, Wyoming. Boundaries of adjacent properties are shown for reference only.

The Basis of Bearings for this site plan is referenced to a direct GPS measurement and is considered geodetic, resulting in a bearing of S 89°32'42" E between the NW corner of the Delaney Street, LLC parcel and the NE corner of the BWD Street, LLC parcel as shown hereon.

All horizontal measurements are in units of US Survey Feet and are GPS derived ground measurements based on the Wyoming West (Zone 4904) State Plane Coordinate System, NAD 1983, Geoid 12B. The project scale factor is 1.0003218169.

Building footprints shown hereon represent field measurements mapped as part of this survey and are not intended to represent architectural dimensions. Roof eaves and awnings were not mapped as part of this survey except where specifically indicated.

Current Zoning for Proposed Lots 2, 3, pt. Lot 4, Lot 6 = UC: Urban Commercial
Current Zoning for Proposed Lot 1 and pt. Lot 4 = DC: Downtown Core
For applicable setback and height regulations reference Section 2.2.10.B Downtown Core Zoning and Section 2.3.2.B Urban Commercial Zoning of the Town of Jackson Land Development Regulations, effective July 18, 2018, as amended.

Detached Single Family Unit: Street Setback = 12' Side Setback = 5' Rear Setback = 20' Max Height = 28'
Other Principle Use: Street Setback = 0' Side Setback = 0' Rear Setback = 0' Max Height = 35'
Detached Accessory Structure: Street Setback = 30' Side Setback = 5' Rear Setback = 5' Max Height = 28'

The Town of Jackson plans to relocate the Cache Creek Tube and relocate the existing stormwater channel into such enclosed tube off the Genevieve block project, therefore there is no setback from this channel.

Existing above ground utilities proposed to be relocated underground. See construction drawings for complete existing and proposed utility plans.

LEGEND

⊙	Indicates a washer inscribed "PLS 8469" found this survey	— — — — —	Proposed Lot Line
○	Indicates an aluminum cap inscribed "PLS 8469" found this survey	— — — — —	Record Parcel Boundary Line
⊙	Indicates an aluminum cap inscribed "PLS 16012" found this survey	— — — — —	Adjoining Property Boundary
⊙	Indicates a brass cap inscribed "RLS 164" found this survey	— — — — —	Existing Building
⊙	Calculated point - nothing found or set this survey	— — — — —	Building on Adjoining Property
⊙	Electrical Meter	— — — — —	Parking Space Paint Line
⊙	Electrical Outlet	— — — — —	Centerline of Road
⊙	Water Spigot	— — — — —	Top of Bank of Cache Creek Channel
⊙	Utility Pole with Street Light	— — — — —	Edge of Water (May 15, 2019)
⊙	Utility Pole	— — — — —	Record Easement
⊙	Air Conditioning Unit	— — — — —	Fenceline
⊙	Metal Stand Pipe	— — — — —	Overhead Wire
⊙	Communications Access Panel	— — — — —	Sanitary Sewer Line
⊙	Cleanout	— — — — —	Storm Sewer Line
⊙	Irrigation Control Valve	— — — — —	Edge of Wooden Deck
⊙	Gas Valve	— — — — —	Edge of Wooden Wall
⊙	12" Cottonwood Tree - Approx. Trunk Diameter Shown	— — — — —	Top Back of Curb
⊙	12" Spruce Tree - Approx. Trunk Diameter Shown	— — — — —	Flowline - Curb and Ditch
⊙	12" Aspen Tree - Approx. Trunk Diameter Shown	— — — — —	Wooden Curb & Landscape Feature
⊙	12" Willow Tree - Approx. Trunk Diameter Shown	— — — — —	Building Eave
		— — — — —	Concrete
		— — — — —	Asphalt
		— — — — —	Gravel
		— — — — —	Crushed Stone
		— — — — —	Boardwalk

— — — — —	Proposed Lot Line
— — — — —	Record Parcel Boundary Line
— — — — —	Adjoining Property Boundary
— — — — —	Existing Building
— — — — —	Building on Adjoining Property
— — — — —	Parking Space Paint Line
— — — — —	Centerline of Road
— — — — —	Top of Bank of Cache Creek Channel
— — — — —	Edge of Water (May 15, 2019)
— — — — —	Record Easement
— — — — —	Fenceline
— — — — —	Overhead Wire
— — — — —	Sanitary Sewer Line
— — — — —	Storm Sewer Line
— — — — —	Edge of Wooden Deck
— — — — —	Edge of Wooden Wall
— — — — —	Top Back of Curb
— — — — —	Flowline - Curb and Ditch
— — — — —	Wooden Curb & Landscape Feature
— — — — —	Building Eave
— — — — —	Concrete
— — — — —	Asphalt
— — — — —	Gravel
— — — — —	Crushed Stone
— — — — —	Boardwalk

N 89°37'59" W 918.02' Proposed Lot Bearing and Distance

PROJECT CONTACT INFORMATION

Owner/Applicant:
Cafe G, LLC
P.O. Box 7372
Jackson WY 83002
Ph: 307-733-7057

Agent:
Cirque Consulting, LLC
P.O. Box 7775
Jackson, WY 83002
Ph: 307-413-5424

Project Engineer:
The Land Group, Inc.
462 E. Shore Dr. Ste. 100
Eagle, ID 83616
Primary Contact: Jim Gute, PE
Ph: 208-939-4041

Submittal Date: November 1, 2019

PROPOSED LOT SUMMARY

GROSS ACREAGE:
135 E. Broadway - 1.38 ac.
175 E. Broadway - 0.46 ac.
Total: 1.84 ac. (80,188 sf.)
PROPOSED LOT ACREAGE:
LOT 1: 0.65 ac. (28,270 sf.)
LOT 2: 0.15 ac. (6,562 sf.)
LOT 3: 0.15 ac. (6,411 sf.)
LOT 4: 0.52 ac. (22,475 sf.)
LOT 5: 0.15 ac. (6,470 sf.)
LOT 6: 0.23 ac. (10,000 sf.)

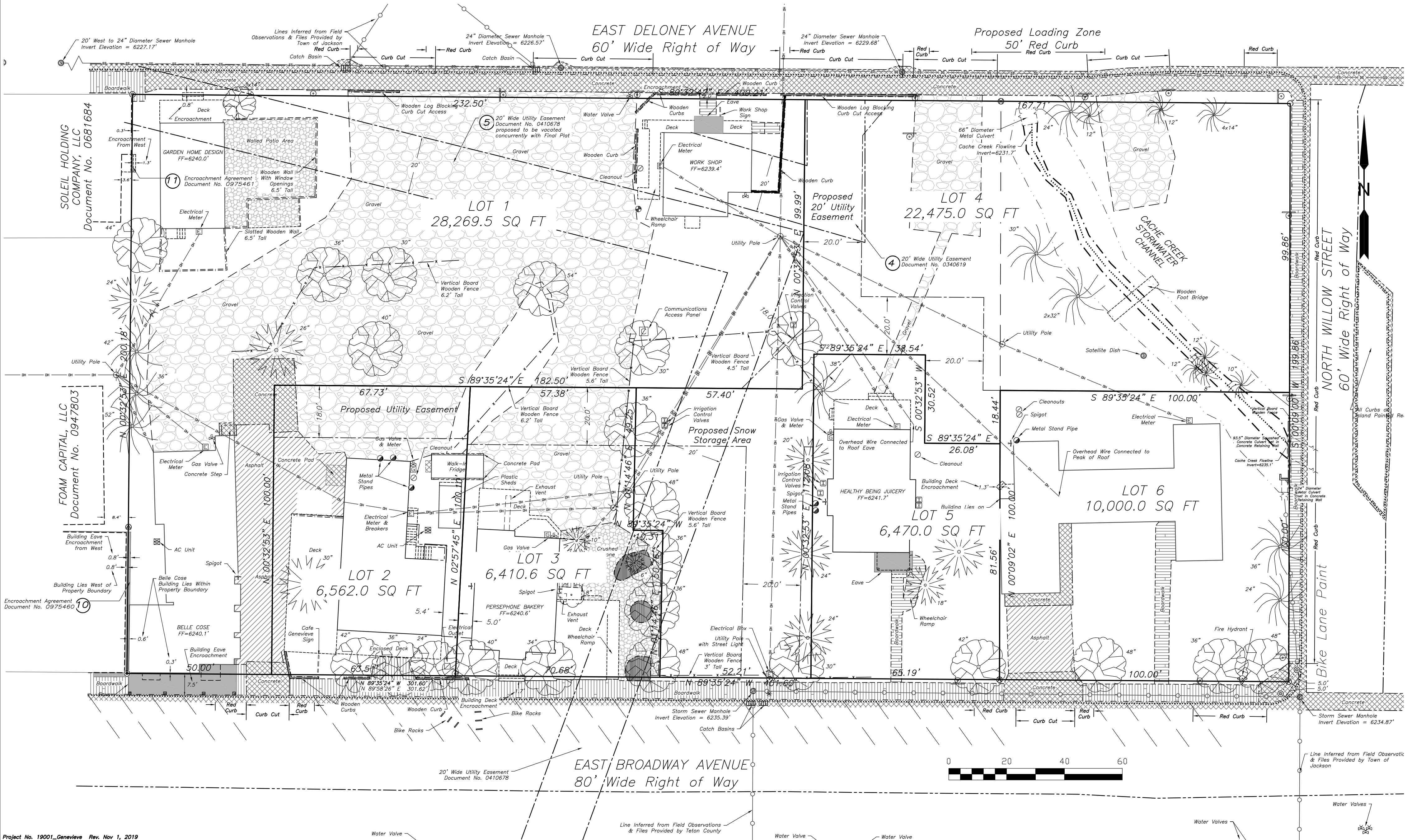
TITLE REPORT NOTES

The following information is provided from that Ownership & Encumbrance Report No. W-20934 issued by Wyoming Title & Escrow, Inc. with an effective date of September 12, 2019.

ALL ITEMS EXCEPT THOSE LISTED BELOW ARE NOT PERTINENT TO, DISCERNIBLE BY, OR ABLE TO BE SHOWN ON THIS SITE PLAN. THIS INCLUDES ITEMS 1-3, 6-9, 12.

- An easement over said land for electric distribution circuits and incidental purposes, as granted to Lower Valley Power and Light, Inc., recorded November 13, 1992, as [Document No. 0340619], Official Records.
- An easement over said land for electric distribution circuits and incidental purposes, as granted to Lower Valley Power and Light, Inc., recorded January 22, 1996, as [Document No. 0410678], Official Records.
- Encroachment Agreement by and between Foam Capital, LLC, a Wyoming limited liability company and Delaney Street, LLC, a Wyoming limited liability company, setting forth terms, recorded August 16, 2019, as (instrument) 0975460, Official Records.
- Encroachment Agreement by and between Soleil Holding Company, LLC, a Wyoming limited liability company and Delaney Street, LLC, a Wyoming limited liability company, setting forth terms, recorded August 16, 2019, as (instrument) 0975461, Official Records.

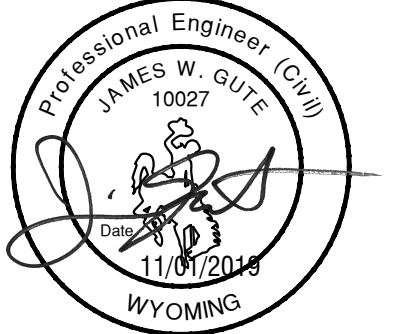
Document numbers were added in brackets to Title Report Notes to replace book and page numbers.



Appendix C.

Site Plan
Genevieve Block
Final Development Plan
being part of

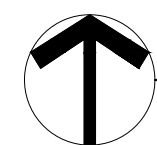
SW1/4 SW1/4 Sec. 27 T41N, R117W, 6th P.M.
Town of Jackson, Teton County, Wyoming



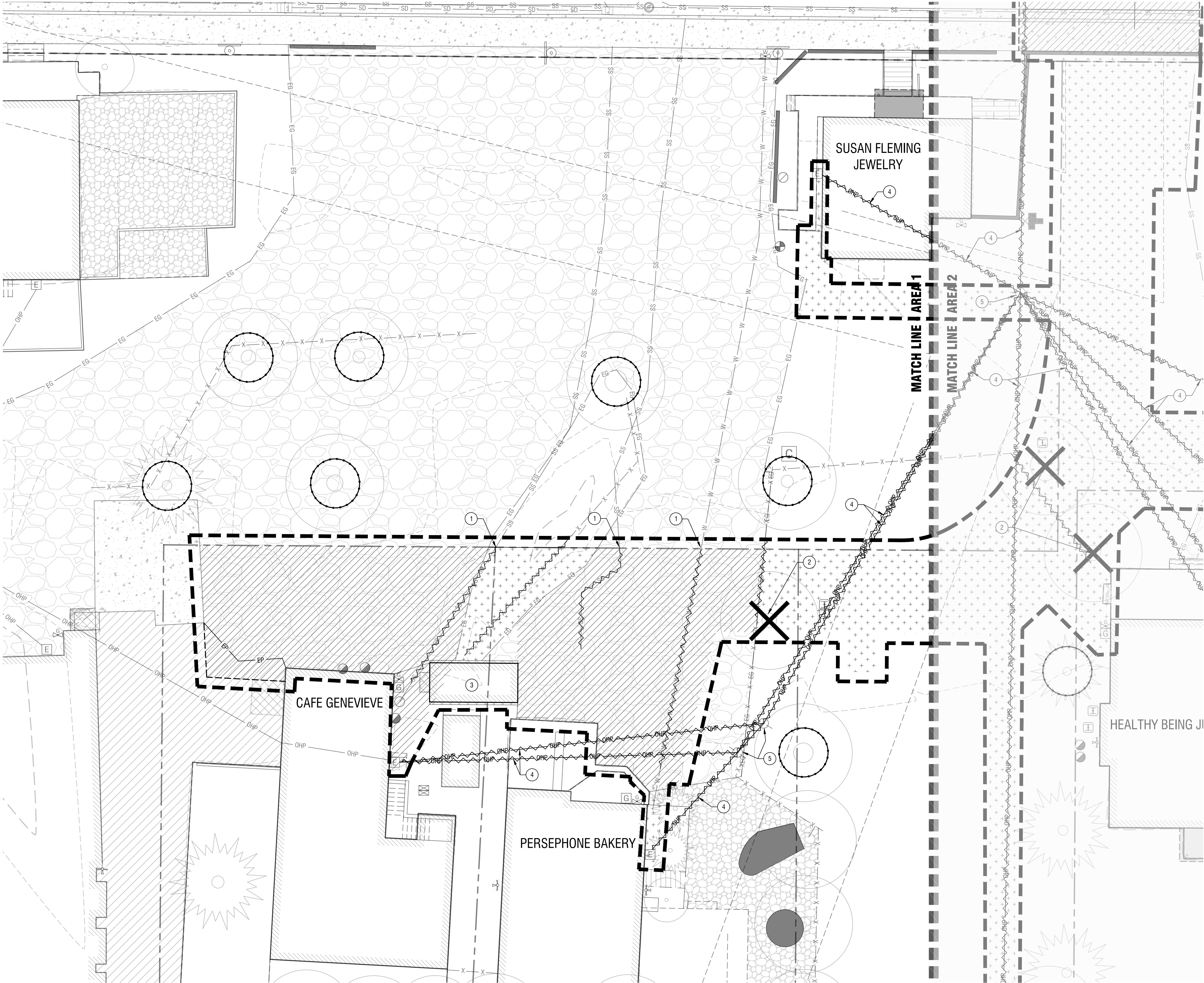
Construction Documents

Demolition Plan - Overall

EAST BROADWAY AVE.
Jackson, WY 83001



Horizontal Scale: 1" = 20'



Demolition Legend:

- REMOVE AND DISPOSE HARDSCAPE OFF-SITE.
- REMOVE AND DISPOSE LANDSCAPE AND IRRIGATION EQUIPMENT OFF-SITE.
- RETAIN AND PROTECT EXISTING TREE. INSTALL PROTECTIVE FENCE AROUND TREE.
- REMOVE AND DISPOSE EXISTING TREE. GRIND STUMP 18" BELOW EXISTING GRADE MIN.
- APPROXIMATE LIMITS OF SITE DEMOLITION
- SAWCUT LINE
- REMOVE CURB, GUTTER, RETAINING WALL, FENCE AND EXISTING UTILITIES.

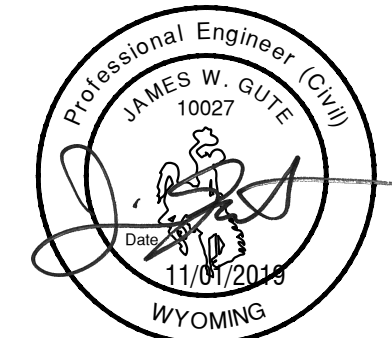
Keynotes:

- CUT AND CAP UTILITY AT PROPERTY LINE OR CONSTRUCTION LIMITS. REMOVE ALL UTILITY LINE UPSTREAM AS INDICATED.
- REMOVE AND DISPOSE TREE, GRIND OR REMOVE STUMP TO A MINIMUM OF 2-FT BELOW EXISTING FINISH GRADE.
- RETAIN AND PROTECT EXISTING WALK IN FREEZER UNTIL NEW CONCRETE PAD IS CONSTRUCTED. AFTER NEW PAD IS CONSTRUCTED RELOCATE FREEZER AND REMOVE AND DISPOSE EXISTING CONCRETE PAD. SEE SHEET C2.01 FOR NEW PAD LOCATION.
- REMOVE AND DISPOSE EXISTING OVERHEAD WIRE UTILITY, COORDINATE DIRECTLY WITH UTILITY AUTHORITIES HAVING JURISDICTION.
- REMOVE AND DISPOSE (OR SALVAGE) EXISTING TIMBER UTILITY POLE, COORDINATE DIRECTLY WITH UTILITY AUTHORITIES HAVING JURISDICTION.

GENEVIEVE BLOCK
Cafe G. LLC

EAST BROADWAY AVE.
Jackson, WY 83001

Revisions
1.



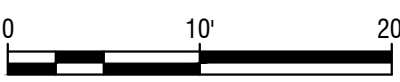
Project No.: 119147
Date of Issuance: 11.01.2019
Project Milestone: 100% CD

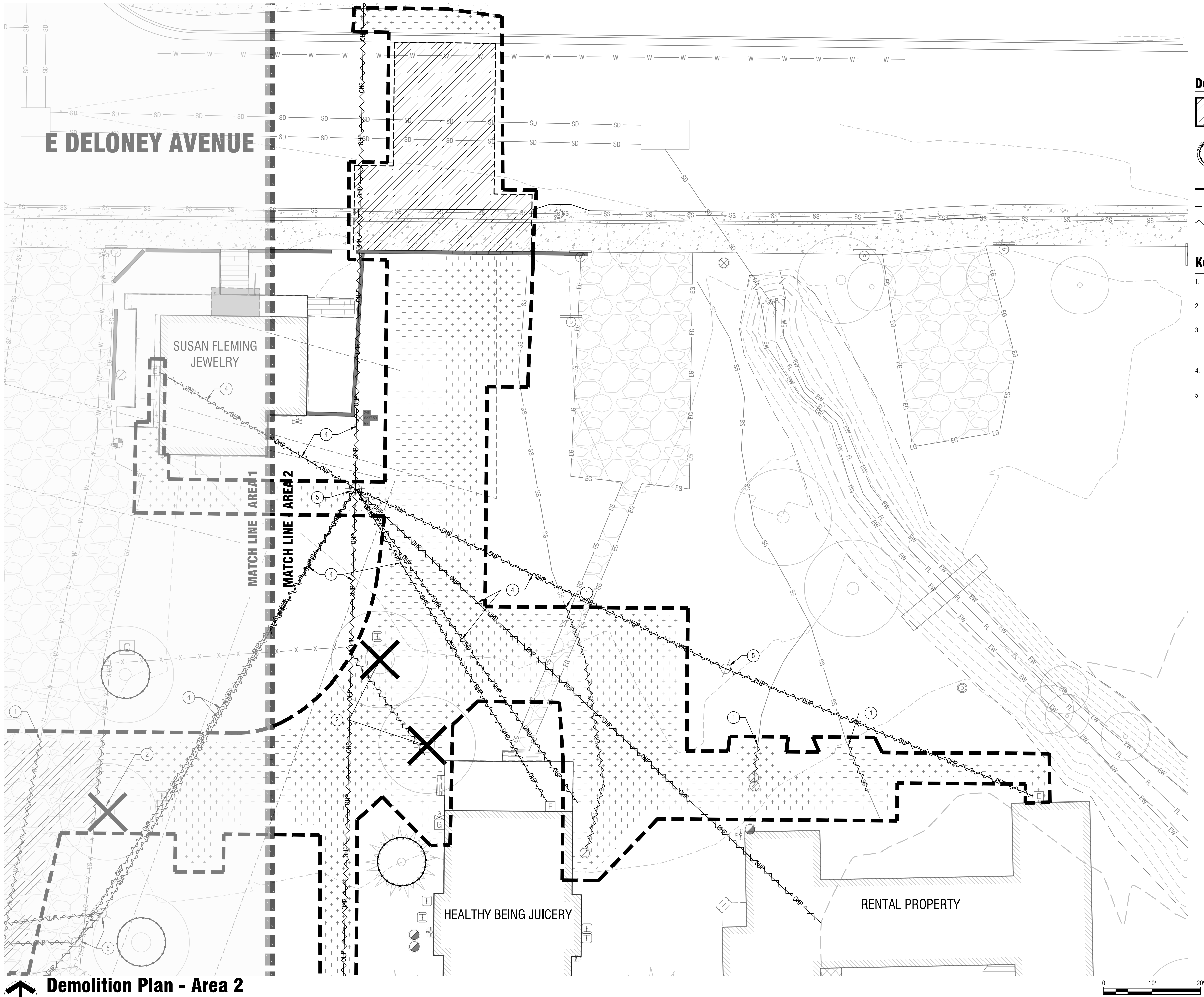
Construction Documents
Demolition Plan - Area 1

C1.01

Demolition Plan - Area 1

Horizontal Scale: 1" = 10'





Demolition Legend:

- REMOVE AND DISPOSE HARDSCAPE OFF-SITE.
- REMOVE AND DISPOSE LANDSCAPE AND IRRIGATION EQUIPMENT OFF-SITE.
- RETAIN AND PROTECT EXISTING TREE, INSTALL PROTECTIVE FENCE AROUND TREE.
- REMOVE AND DISPOSE EXISTING TREE, GRIND STUMP 18" BELOW EXISTING GRADE MIN.
- APPROXIMATE LIMITS OF SITE DEMOLITION
- SAWCUT LINE
- REMOVE CURB, GUTTER, RETAINING WALL, FENCE AND EXISTING UTILITIES.

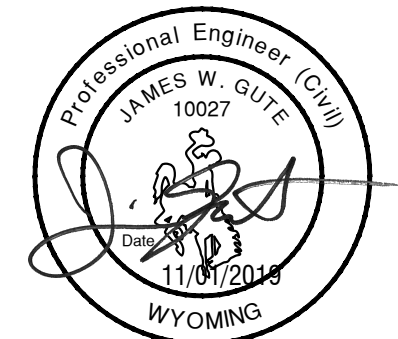
Keynotes:

- CUT AND CAP UTILITY AT PROPERTY LINE OR CONSTRUCTION LIMITS. REMOVE ALL UTILITY LINE UPSTREAM AS INDICATED.
- REMOVE AND DISPOSE TREE, GRIND OR REMOVE STUMP TO A MINIMUM OF 2-FT BELOW EXISTING FINISH GRADE.
- RETAIN AND PROTECT EXISTING WALK IN FREEZER UNTIL NEW CONCRETE PAD IS CONSTRUCTED. AFTER NEW PAD IS CONSTRUCTED RELOCATE FREEZER AND REMOVE AND DISPOSE EXISTING CONCRETE PAD. SEE SHEET C2.01 FOR NEW PAD LOCATION.
- REMOVE AND DISPOSE EXISTING OVERHEAD WIRE UTILITY, COORDINATE DIRECTLY WITH UTILITY AUTHORITIES HAVING JURISDICTION.
- REMOVE AND DISPOSE (OR SALVAGE) EXISTING TIMBER UTILITY POLE, COORDINATE DIRECTLY WITH UTILITY AUTHORITIES HAVING JURISDICTION.

GENEVIEVE BLOCK
Cafe G. LLC

EAST BROADWAY AVE.
JACKSON, WY 83001

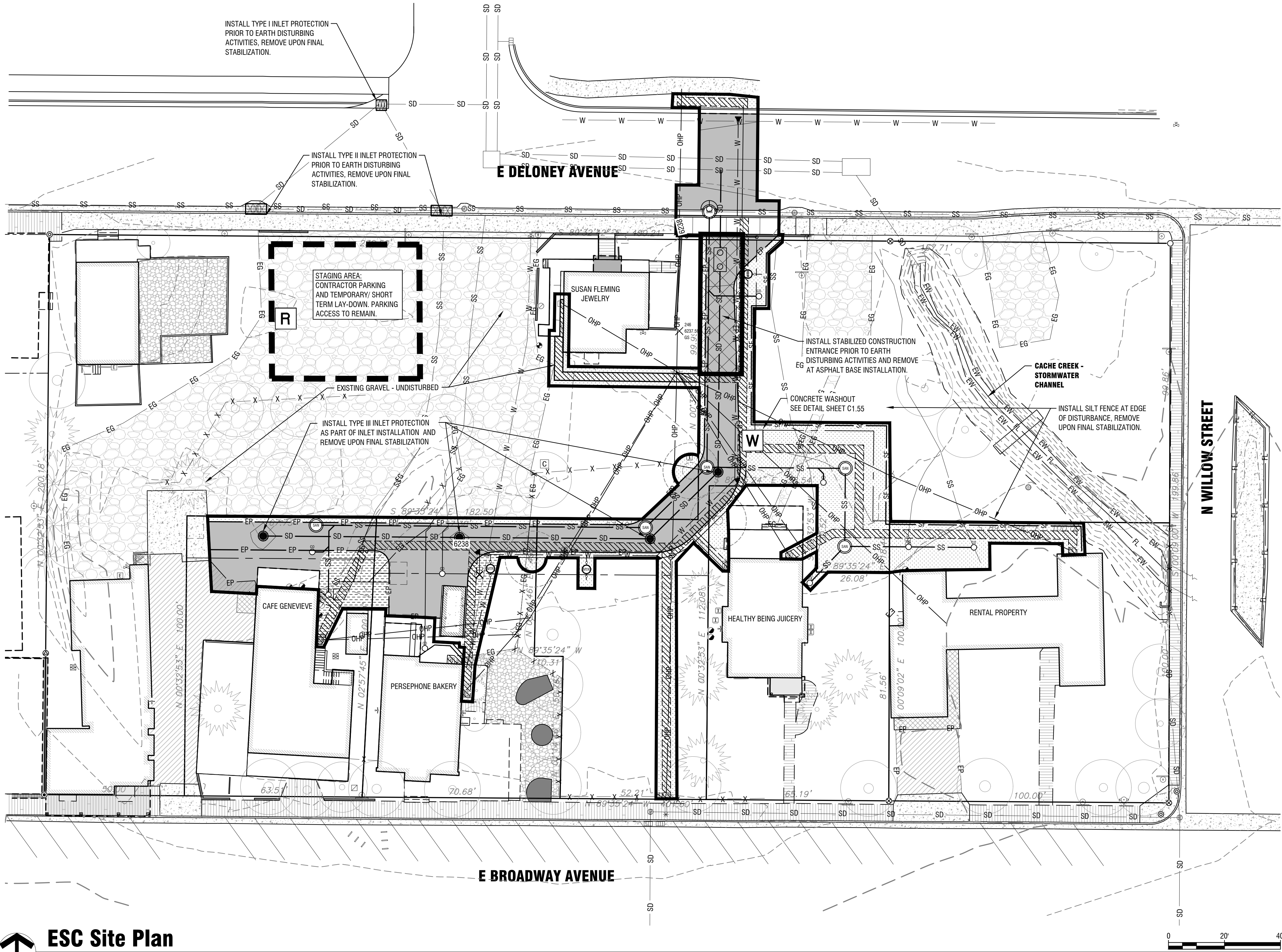
Revisions
1.



Project No.: 119147
Date of Issuance: 11.01.2019
Project Milestone: 100% CD

Construction Documents
Demolition Plan - Area 2

C1.02



ESC Site Plan

Horizontal Scale: 1" = 20'

ESC/SWPPP Legend:

	APPROXIMATE LIMIT OF DISTURBANCE		RECTANGULAR DROP INLET PROTECTION TYPE I OR TYPE II PER DETAILS ON SHEET C155.		PROVIDE STABILIZED ENTRANCE PER TOWN OF JACKSON UTILITY STANDARDS ST-119. THIS SHALL BE MAINTAINED THROUGHOUT CONSTRUCTION UNTIL ASPHALT BASE MATERIAL IS INSTALLED. PROVIDE SWEEPING DAILY OR AS NEEDED TO REMOVE ANY TRACKING OF MUD AND/OR DIRT ONTO EXISTING ASPHALT.
	PROPOSED GROUND CONTOUR (ONE-FOOT INTERVAL)		CIRCULAR DROP INLET PROTECTION TYPE III PER DETAIL ON SHEET C155.		HARDSCAPE STABILIZATION AREAS, COORDINATE WITH C2.00.
	EXISTING GROUND CONTOUR (ONE-FOOT INTERVAL)		SILT FENCE PER DETAILS ON SHEET C155.		LANDSCAPE STABILIZATION AREAS, COORDINATE WITH C2.00.
	CONCRETE WASHOUT PER DETAIL ON SHEET C155.		STAGING AREA - MATERIALS STORAGE AND PARKING AREAS.		ROCK MULCH STABILIZATION AREAS, COORDINATE WITH C2.00.
	PORTABLE RESTROOM.				

Contact Information

OWNER:	CAFE G, LLC PO BOX 7372. JACKSON, WY 83002-7372 CONTACT: ROBBIN LEVY MOMMSEN PHONE: 307.733.7057
CONTRACTOR:	TO BE DETERMINED
ONSITE ESC COORDINATOR:	TO BE DETERMINED
PLAN PREPARER:	ROGER COLLINS COMPANY: THE LAND GROUP, INC. 462 E. SHORE DR., STE. 100 EAGLE, IDAHO 83616 PHONE: 208.939.4041
PROJECT ENGINEER:	THE LAND GROUP, INC. 462 E. SHORE DR., STE. 100 EAGLE, IDAHO 83616 PRIMARY CONTACT: JIM GUTE, PE PHONE: 208.939.4041
SIGNATURE:	 DATE: 10.31.2019

SWPPP General Notes:

- ALL BMP'S SHALL BE INSPECTED AT A MINIMUM ONCE EVERY 7 DAYS AND WITHIN 24 HOURS OF A ANY PRECIPITATION EVENT AND/OR SNOW MELT EVENT WHICH EXCEEDS 0.5 INCHES.

INSPECTION FREQUENCY MAY BE REDUCED TO ONCE EVERY 30 DAYS IF:
THE PERMITTEE HAS COMPLETED EARTHWORK AND CONSTRUCTION ACTIVITIES AT THE CONSTRUCTION SITE AND HAS INSTALLED BMPS AS SPECIFIED IN THE SWPPP. ALL AREAS TO BE INSPECTED MONTHLY MUST HAVE COMPLETED INSTALLATION OF TEMPORARY OR PERMANENT STABILIZATION MEASURES AS REQUIRED IN PART 7.15 OF THE LCGP.
- DEWATERING IS NOT EXPECTED FOR THIS SITE. IF WATER IS ENCOUNTERED, PUMPED DISCHARGES FROM CONSTRUCTION SITES COVERED UNDER THIS PERMIT ARE LIMITED TO STORM WATER AND MINOR AMOUNTS OF GROUND WATER. A SEPARATE PERMIT MUST BE OBTAINED FOR THE DISCHARGE OF WATER FROM OTHER SOURCES, INCLUDING GROUND WATER.
WHERE THERE IS SUFFICIENT GROUND WATER PRESENT SUCH THAT IT MUST BE PUMPED FROM THE CONSTRUCTION SITE, THOSE DISCHARGES DO NOT MEET THE DEFINITION OF MINOR AMOUNTS OF GROUND WATER AND MUST BE COVERED UNDER A SEPARATE WYPDES PERMIT SPECIFICALLY FOR THOSE DISCHARGES. ONSITE ESC CONTRACTOR IS RESPONSIBLE FOR ALL NON-STORMWATER MANAGEMENT.
- STREET SWEEPING WILL BE IMPLEMENTED ON AN AS-NEEDED BASIS AS DETERMINED BY THE ESC RESPONSIBLE PERSON. CONSTRUCTION SITE EGRESS LOCATIONS MUST BE INSPECTED FOR EVIDENCE OF SEDIMENT BEING TRACKED OFF-SITE BY VEHICLES OR EQUIPMENT ONTO PAVED SURFACES. ACCUMULATIONS OF TRACKED AND DEPOSITED SEDIMENT MUST BE REMOVED FROM PAVED SURFACES WITHIN 24 HOURS OR, IF APPLICABLE, WITHIN A SHORTER TIME IF SPECIFIED BY LOCAL AUTHORITIES OR THE DEPARTMENT.
- WORKMAN SHALL PARK ON THE AREA DESIGNATED AS WORKMAN PARKING OR AN OFF-SITE LOCATION IF PRE-APPROVED.
- ALL DROP INLETS, CATCH BASINS, AND CURB INLETS NOTED ON PLAN SHALL HAVE INLET PROTECTION PROVIDED. SEE THE SWPPP PLAN DETAILS ON SHEET C1.55 AND MANUFACTURES GUIDELINES FOR INSTALLATION INSTRUCTIONS.
- LOCATE ALL PORTABLE RESTROOMS AS FAR FROM PUBLIC AND PRIVATE STORM DRAIN SYSTEMS AS POSSIBLE. ANCHOR TO GROUND TO PREVENT VANDALISM.
- SLURRY AND CUTTINGS FROM SAWCUTTING OF CONCRETE OR ASPHALT SHALL BE VACUUMED DURING CUTTING AND SURFACING OPERATIONS. SLURRY AND CUTTINGS SHALL NOT REMAIN ON PERMANENT CONCRETE OR ASPHALT PAVEMENT OVERNIGHT. SLURRY AND CUTTINGS SHALL NOT DRAIN TO ANY NATURAL OR CONSTRUCTED DRAINAGE CONVEYANCE. COLLECTED SLURRY AND CUTTINGS SHALL BE DISPOSED OF IN A MANNER THAT DOES NOT VIOLATE GROUNDWATER OR SURFACE WATER QUALITY STANDARDS.
- SEE MATERIALS PLANS FOR INFORMATION CONCERNING FINAL SOIL STABILIZATION MEASURES.
- ALL EXCESS MATERIALS SHALL BE HAULED OFF SITE AND DISPOSED OF AT AN APPROVED LOCATION. EXCESS MATERIAL MAY BE TEMPORARILY STORED ON SITE (IF APPROVED BY THE OWNER) AT A PRE-APPROVED LOCATION. IF MATERIAL IS STOCKPILED FOR MORE THAN 14 DAYS STOCKPILE IS TO BE STABILIZED.
- ALL ESC WORK SHALL BE DONE IN ACCORDANCE WITH THE LATEST EDITION OF THE LCGP.
- ANY MODIFICATIONS TO THIS PLAN REQUIRE APPROVAL OF THE DESIGNER OR THE ONSITE RESPONSIBLE PERSON.
- TOTAL DISTURBED AREA IS APPROXIMATELY 0.29± ACRES.
- UPON CONTRACT APPROVAL BY THE CONTRACTOR, IT IS RECOGNIZED THAT THE CONTRACTOR HAS REVIEWED THE PLAN DRAWINGS AND THE CONTRACTOR AGREES TO ABIDE BY THE REQUIREMENTS AND CONDITIONS CONTAINED HEREIN.



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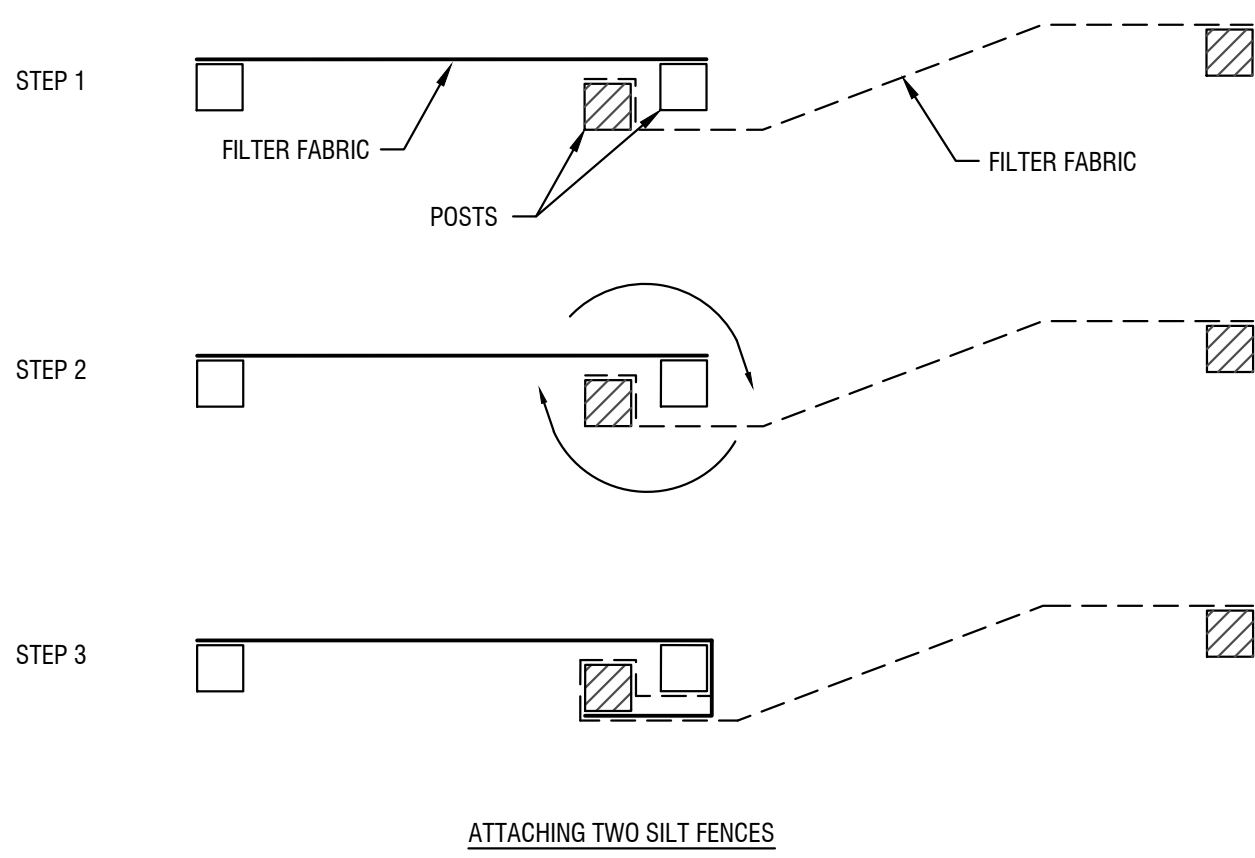
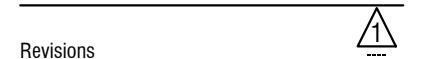
EAST BROADWAY AVE.
JACKSON, WY 83001

Revisions
1.

Project No.:	119147
Date of Issuance:	11.01.2019
Project Milestone:	100% CD

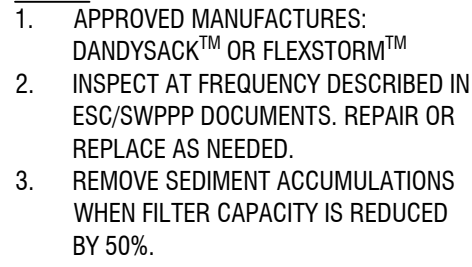
Construction Documents ESC Site Plan

C1.50

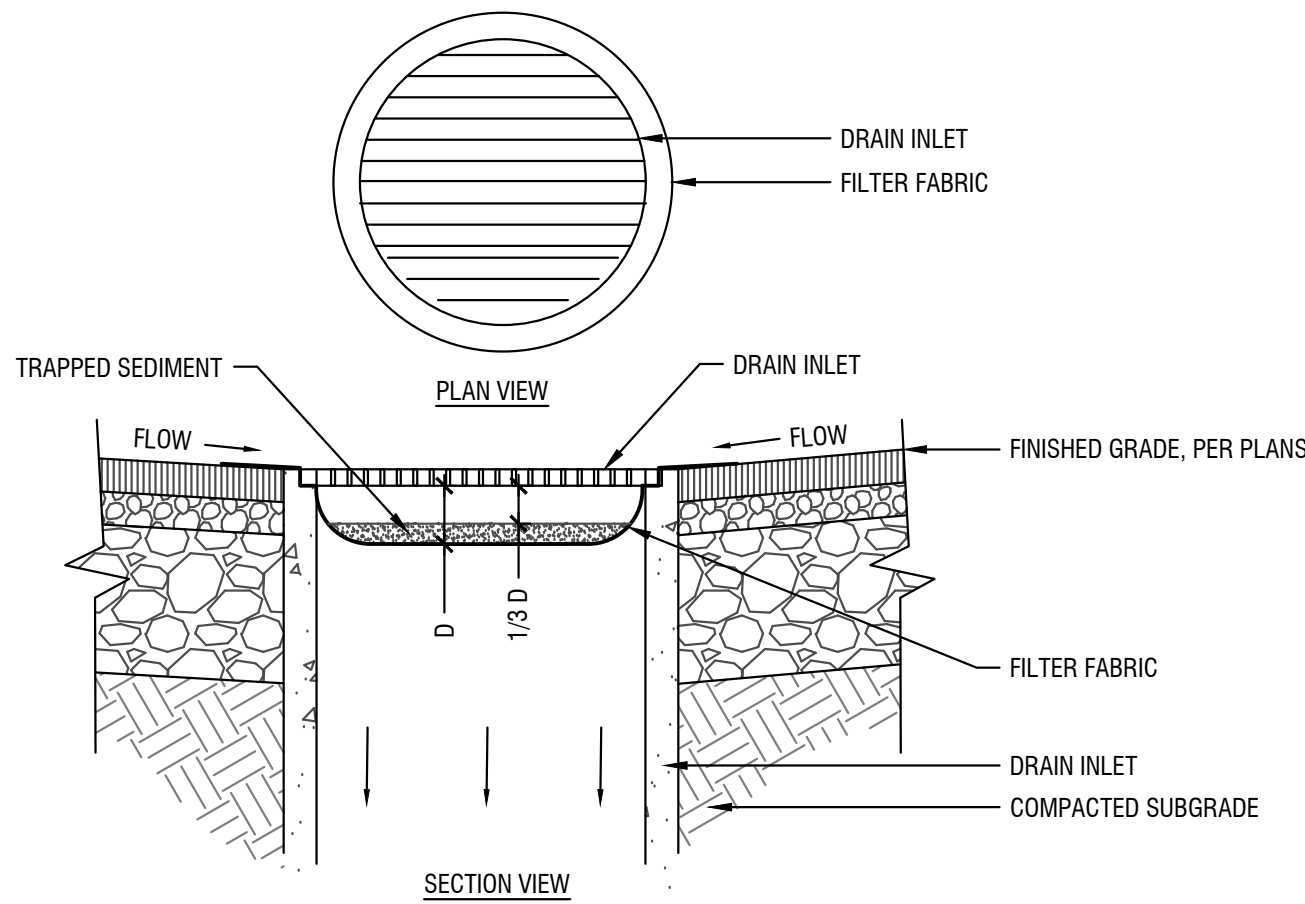


1. TEMPORARY SEDIMENT FENCE SHALL BE INSTALLED PRIOR TO ANY GRADING WORK IN THE AREA TO BE PROTECTED. THEY SHALL BE MAINTAINED THROUGHOUT THE CONSTRUCTION PERIOD AND REMOVED IN CONJUNCTION WITH THE FINAL GRADING AND SITE STABILIZATION.
2. FILTER FABRIC SHALL BE CLASS 1 WITH EQUIVALENT OPENING SIZE OF AT LEAST 30 FOR NONWOVEN AND 50 FOR WOVEN.
3. FENCE POSTS SHALL BE EITHER STANDARD STEEL POST OR WOOD POST WITH A MINIMUM CROSS-SECTIONAL AREA OF 3.0 SQ. IN.

1. PLACE THE END POST OF THE SECOND FENCE INSIDE THE END POST OF THE FIRST FENCE.
2. ROTATE BOTH POSTS AT LEAST 180 DEGREES IN A CLOCKWISE DIRECTION TO CREATE A TIGHT SEAL WITH THE FABRIC MATERIAL.
3. DRIVE BOTH POSTS A MINIMUM OF 18 INCHES INTO THE GROUND AND BURY THE FLAP.



Concrete Washout



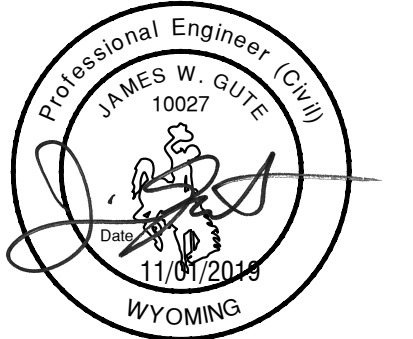
1. APPROVED MANUFACTURES:
DANDYSACK™ OR FLEXSTORM™
2. INSPECT AT FREQUENCY DESCRIBED IN
ESC/SWPPP DOCUMENTS. REPAIR OR
REPLACE AS NEEDED.
3. REMOVE SEDIMENT ACCUMULATIONS
WHEN FILTER CAPACITY IS REDUCED
BY 50%.

1. INSPECT PERIODICALLY AND REPAIR/REPLACE AS REQUIRED.
2. REMOVE SEDIMENT ACCUMULATIONS WHEN FILTER CAPACITY IS IMPAIRED BY 50%.
3. OTHER METHODS OF INLET PROTECTION MAY BE APPROVED UPON REVIEW BY THE PLAN PREPARER.
4. SEE STATE OF IDAHO CATALOG OF STORM WATER BEST MANAGEMENT PRACTICES BMP #31 FOR ADDITIONAL INFORMATION.



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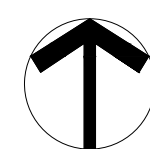
C1.55



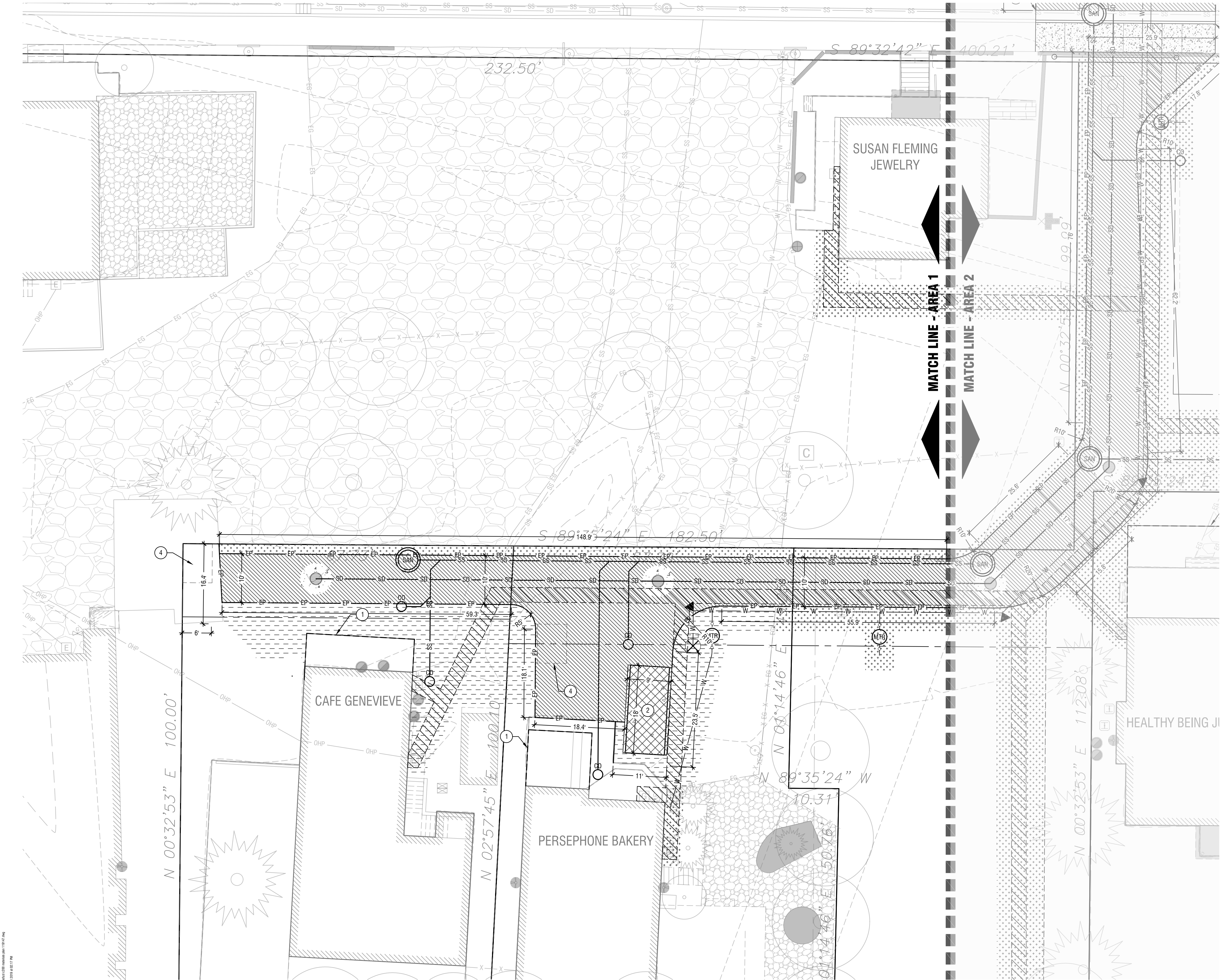
Construction Documents

Materials and Layout

Plan - Overall



Horizontal Scale: $1'' = 20'$



Material Legend:

- ALL WEATHER SURFACE PER DETAIL 2/C2.50.
- STANDARD CONCRETE FLATWORK PER DETAIL 1 AND 5/C2.50.
- HEAVY DUTY CONCRETE PER DETAIL 6/2.50.
- LANDSCAPE AREAS
- ROCK MULCH

Keynotes:

- FUTURE BUILDING ADDITION ALLOWANCE.
- 9' x 18' CONCRETE PAD FOR WALK IN FREEZER RELOCATION.
- NEW CURB AND GUTTER TO MATCH EXITING CONDITION PER DETAIL 4/C2.50.
- PROPOSED TRASH DUMPSTER LOCATION.

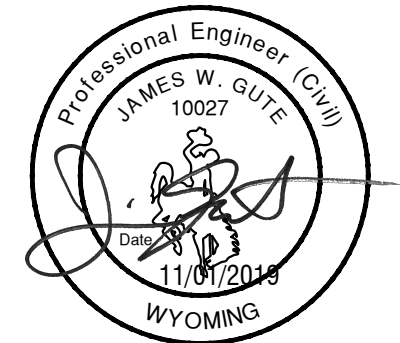
CALLOUT NUMBERS COORDINATED TO NUMBERED NOTES BELOW.



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Cafe G. LLC

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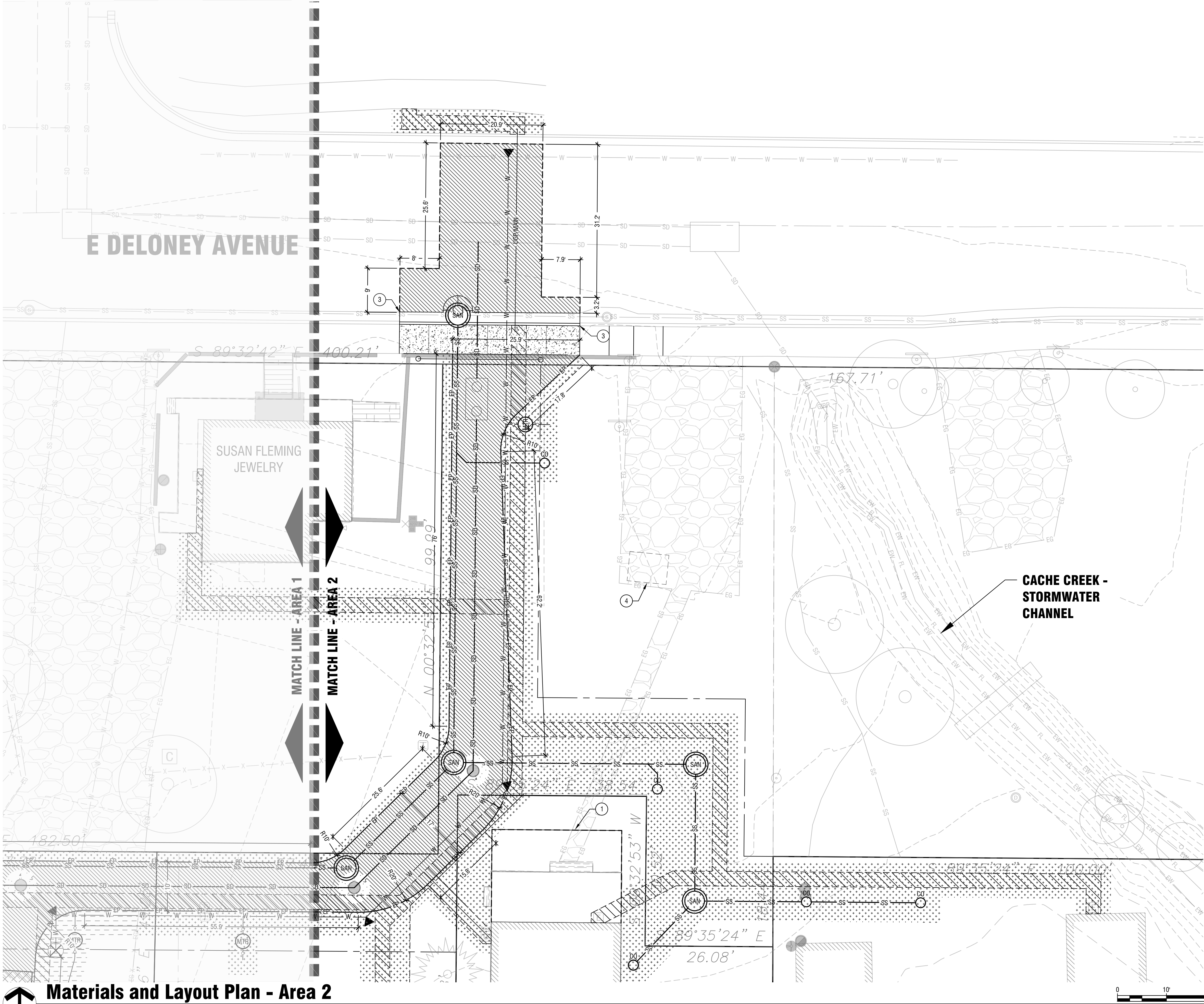
Revisions
1.



Project No.: 119147
Date of Issuance: 11.01.2019
Project Milestone: 100% CD

Construction Documents
Materials and Layout
Plan - Area 1

C2.01



Material Legend:

- | | | | |
|--|--|--|-----------------|
| | ALL WEATHER SURFACE
PER DETAIL 2/C2.50. | | LANDSCAPE AREAS |
| | STANDARD CONCRETE
FLATWORK PER DETAIL 1
AND 5/C2.50. | | ROCK MULCH |
| | HEAVY DUTY CONCRETE
PER DETAIL 6/2.50. | | |

Keynotes:

1. FUTURE BUILDING ADDITION ALLOWANCE.
2. 9' x 18' CONCRETE PAD FOR WALK IN FREEZER RELOCATION.
3. NEW CURB AND GUTTER TO MATCH EXITING CONDITION PER DETAIL 4/C2.50.
4. PROPOSED TRASH DUMPSTER LOCATION.

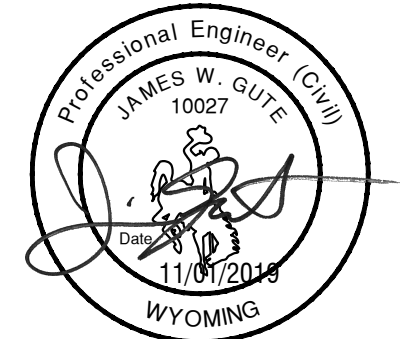
CALLOUT NUMBERS COORDINATED
TO NUMBERED NOTES BELOW.



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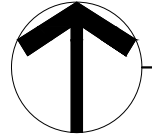
Revisions
1.



Project No.: 119147
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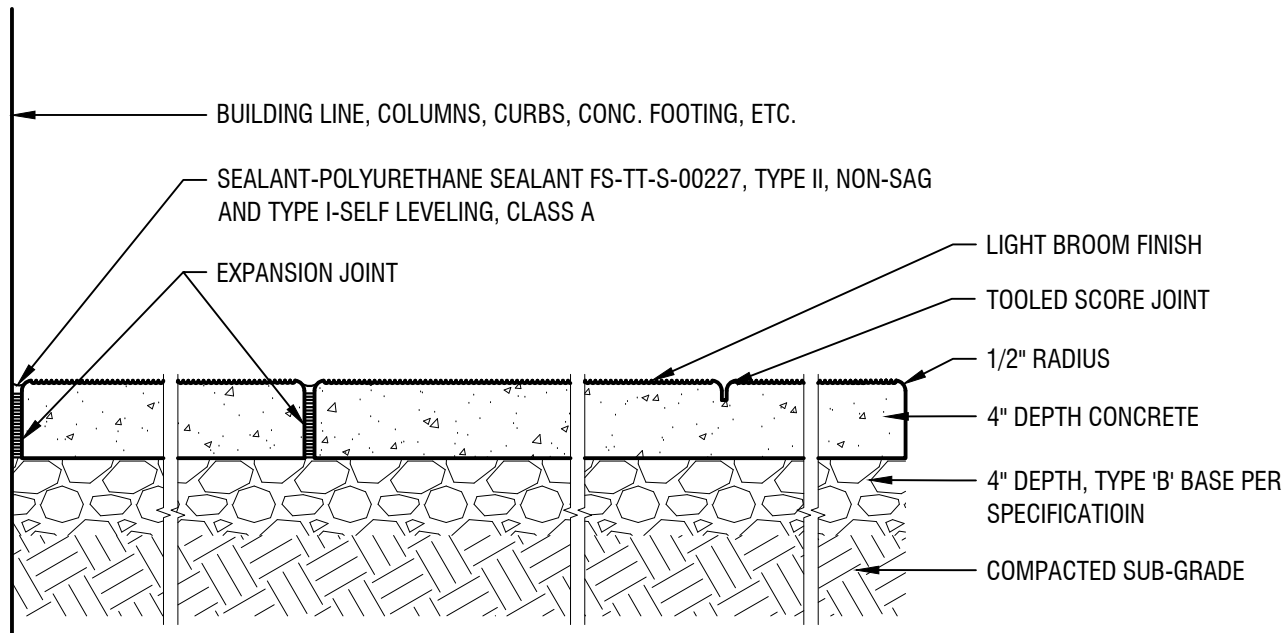
Construction Documents
Materials and Layout
Plan - Area 2

C2.02

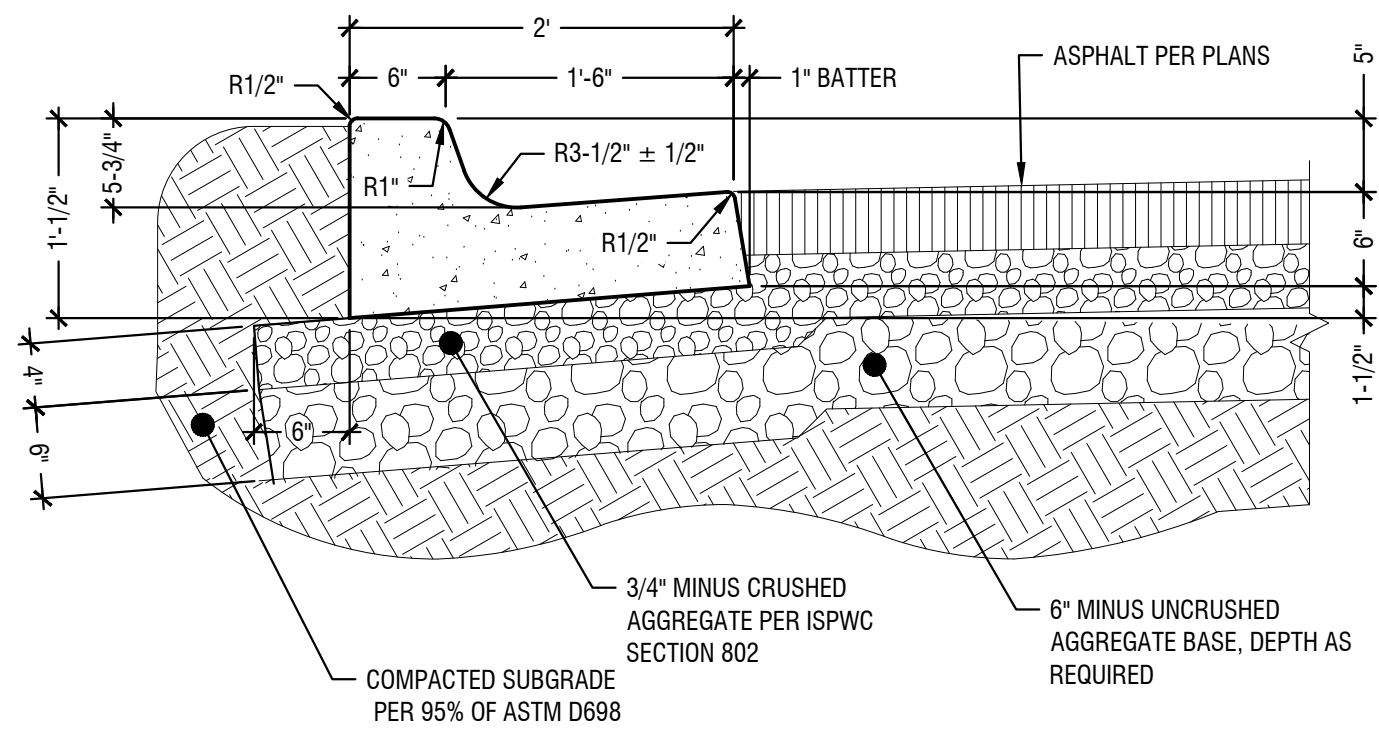
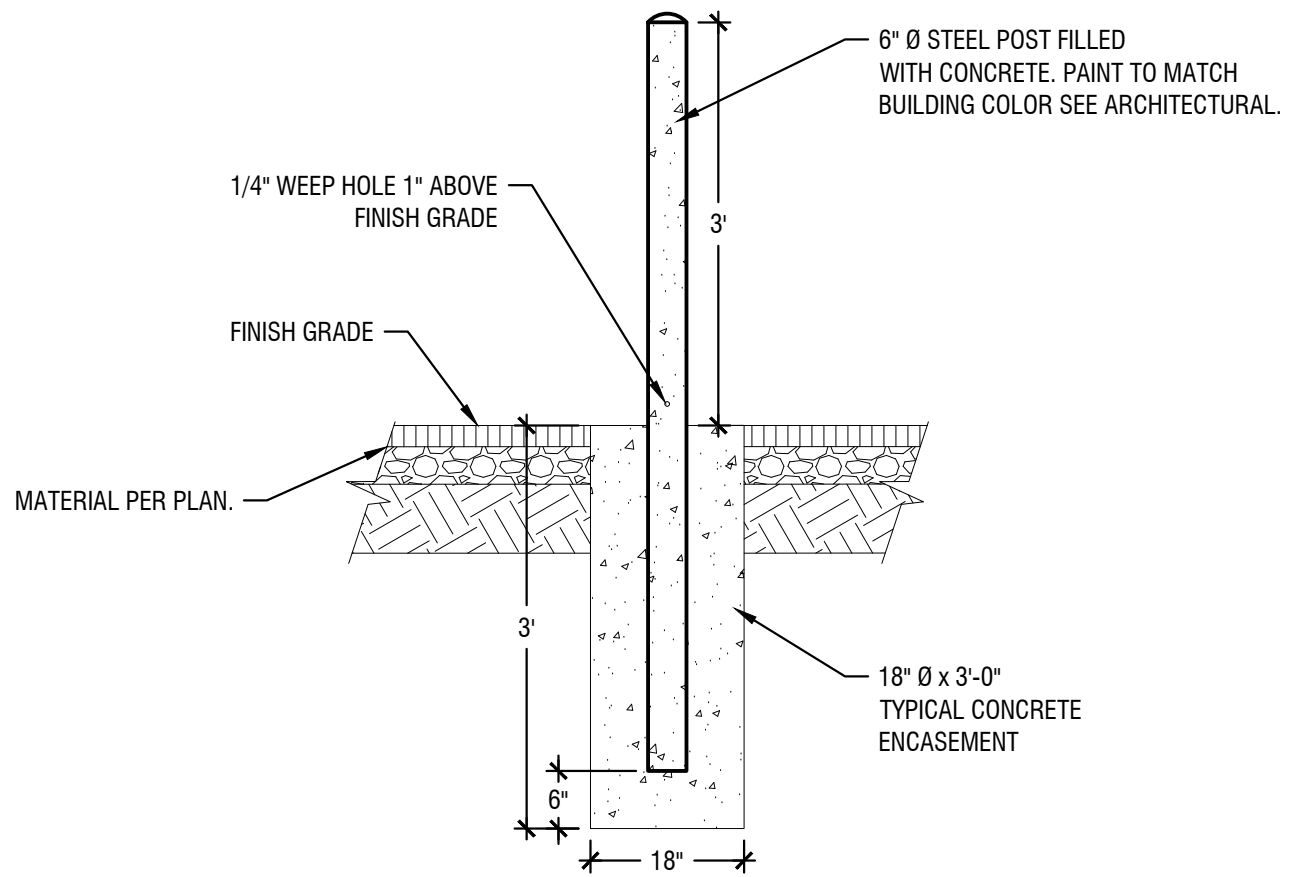
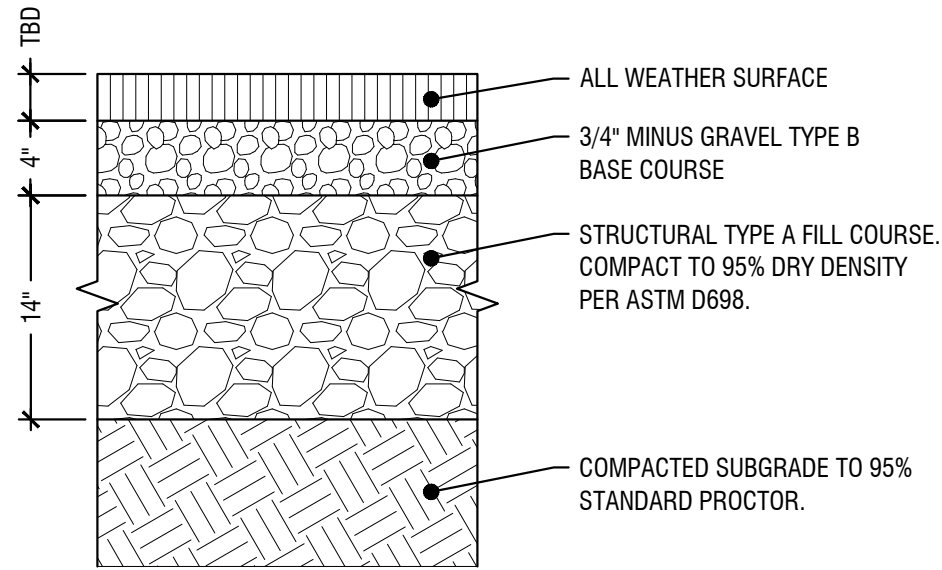


Materials and Layout Plan - Area 2

Horizontal Scale: 1" = 10'



NOTE:
1. JOINTS SHALL BE SPACED EVENLY THROUGHOUT LENGTH OF WALK, AS SHOWN ON DRAWINGS.



NOTES:
1. CONTRACTION JOINTS AT 10' O.C.

1 Standard Concrete Flatwork

Scale: NTS

2 All Weather Surface Section

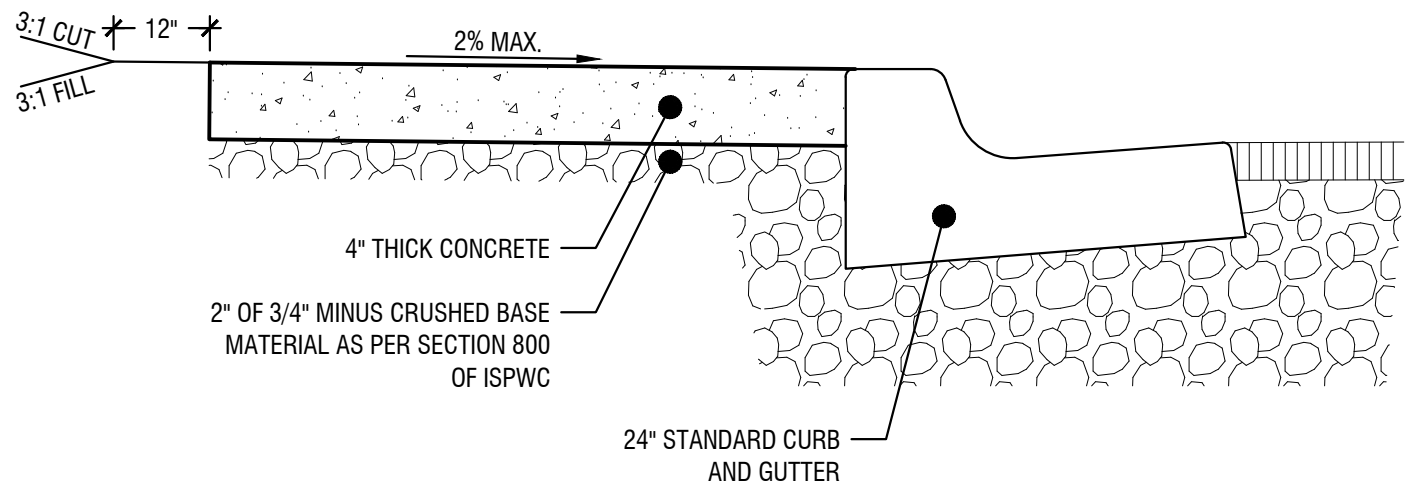
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3 Bollard

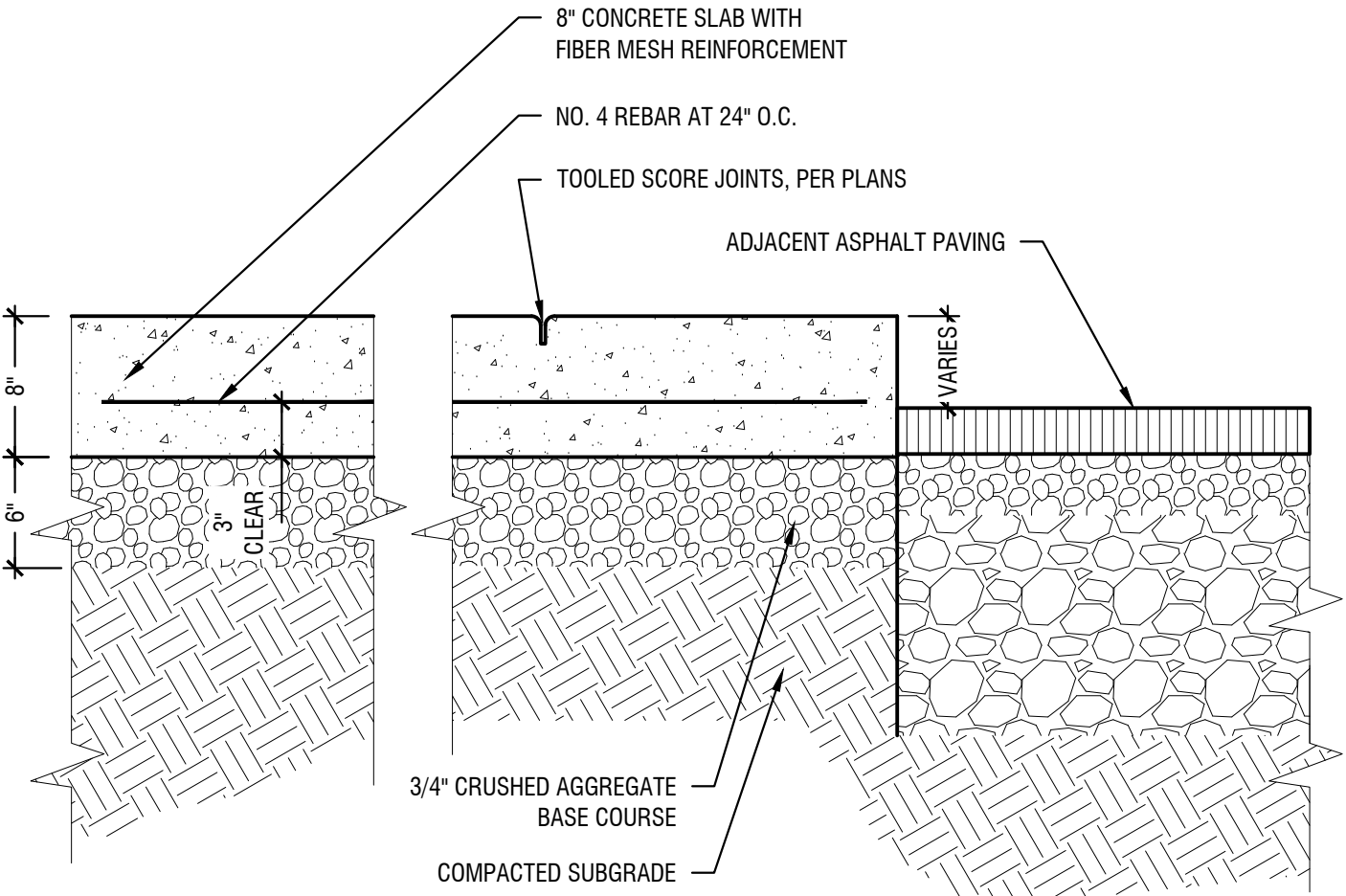
Scale: NTS

4 Curb & Catch Plate Gutter

Scale: NTS



NOTES:
1. LOCATION GRADE AND WIDTH TO BE ESTABLISHED OR APPROVED BY THE OWNER.
2. BASE TO BE COMPACTED TO EXCEED 95% OF STANDARD DENSITY.
3. SLOPE SIDEWALK TOWARD THE STREET NOT TO EXCEED 1/4" PER FOOT (0.02 FT/FT) UNLESS OTHERWISE SPECIFIED BY THE OWNER.
4. SCORE AT INTERVALS TO MATCH WIDTH OF WALK NOT TO EXCEED 8-FEET SPACING, UNLESS OTHERWISE SPECIFIED BY THE OWNER.
5. 1/2" TRANSVERSE PREFORMED BITUMINOUS JOINTS AT THE TERMINUS POINTS FOR CURVE AND WHERE SIDEWALK IS PLACED BETWEEN TWO PERMANENT FOUNDATIONS.



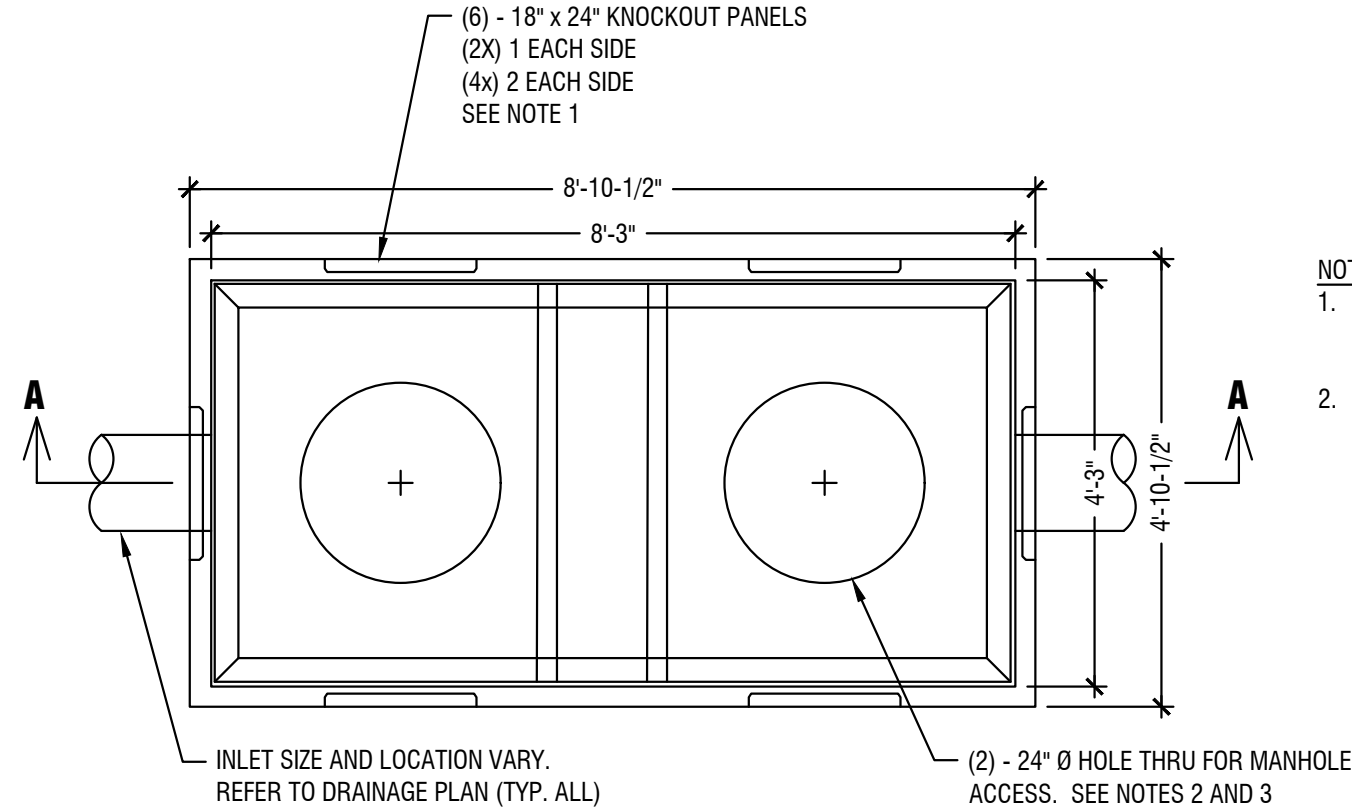
NOTE:
1. ADD FIBER REINFORCEMENT AT STANDARD APPLICATION RATE OF 1.5 POUNDS PER CUBIC YARD OF CONCRETE.

5 Standard Concrete Sidewalk

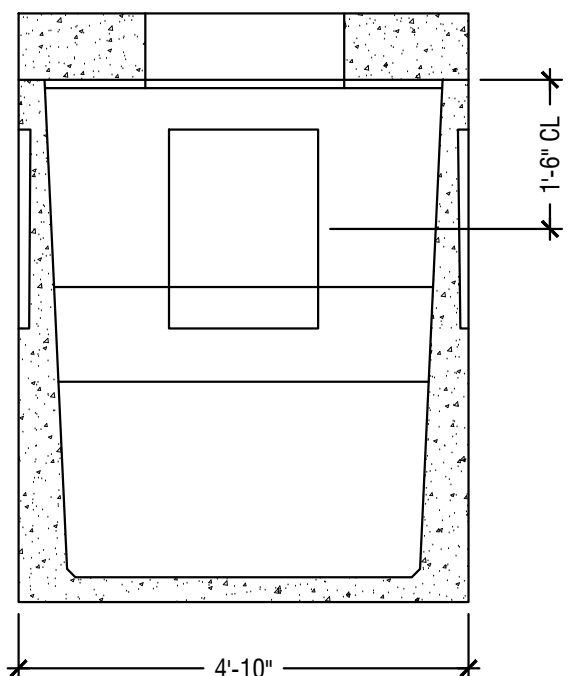
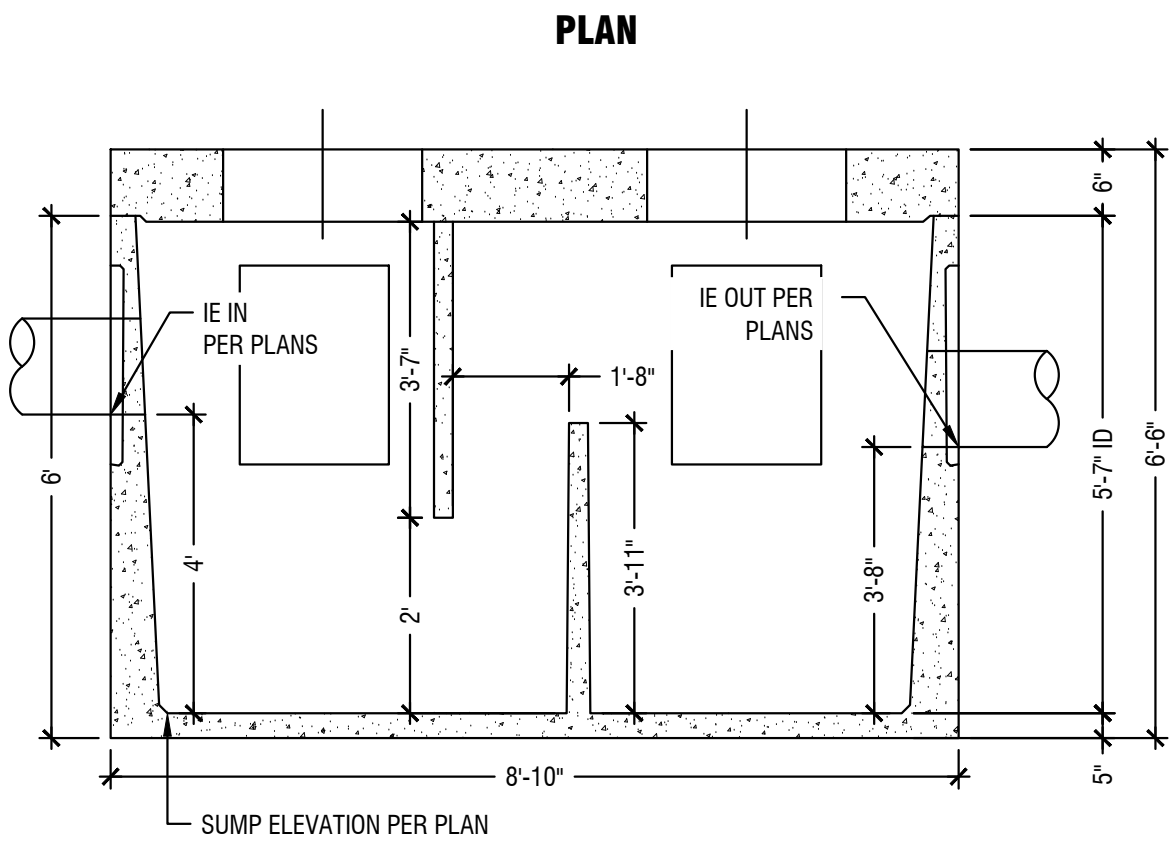
Scale: NTS

6 Heavy Duty Concrete Pad

Scale: NTS



NOTES:
1. PROVIDE STANDARD MANHOLE FRAME, COVER AND RISER AND CONSTRUCT CONCRETE COLLAR PER WPMSS SD-02700-05.
2. COORDINATE WITH SITE GRADING AND DRAINAGE PLAN FOR LOCATIONS OF GRATED INLETS, IF REQUIRED.



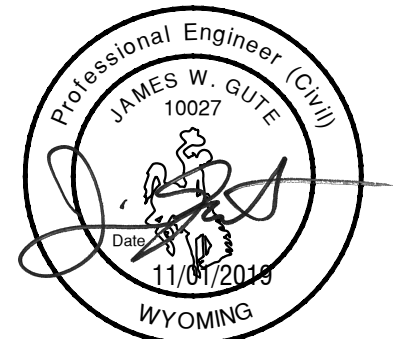
7 Oldcastle 1000 Gal. S/G Trap

Scale: NTS

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JACKSON, WY 83001

Revisions	
1.	



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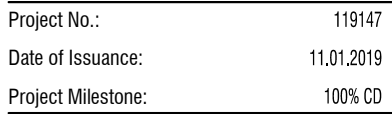
Construction Documents
Site Details

C2.50

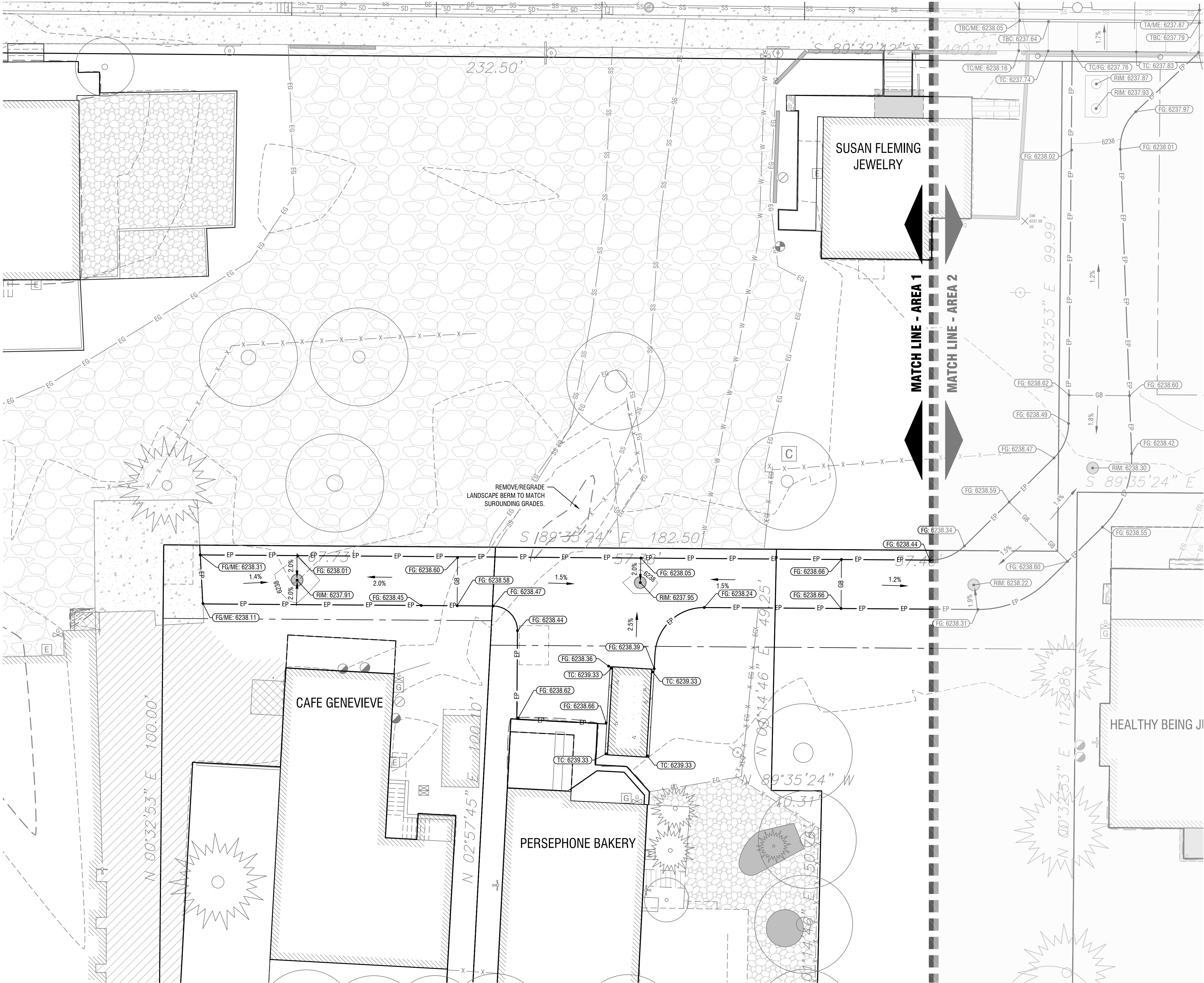
1. THE CONTRACTOR SHALL AT ALL TIMES COORDINATE HIS WORK WITH THAT OF OTHERS ON THE SITE. THE CONTRACTOR SHALL HAVE A RESPONSIBLE PARTY WHO SHALL HAVE THE AUTHORITY TO REPRESENT AND ACT FOR THE CONTRACTOR ON THE JOB SITE DURING ALL WORKING HOURS.
2. THE CONTRACTOR SHALL EXAMINE THE SITE, CONTACT IT WITH THE PLANS AND SPECIFICATIONS, CAREFULLY EXAMINE ALL OF THE CONTRACT DOCUMENTS, AND SATISFY HIMSELF AS TO THE CONDITIONS UNDER WHICH THE WORK IS TO BE PERFORMED BEFORE ENTERING INTO CONTRACT. NO ALLOWANCE SHALL SUBSEQUENTLY BE MADE ON BEHALF OF THE CONTRACTOR ON ACCOUNT OF AN ERROR ON HIS PART AND/OR HIS NEGLIGENCE AND/OR FAILURE TO ACQUAINT HIMSELF WITH THE CONDITIONS OF THE SITE.
3. THE CONTRACTOR SHALL BE RESPONSIBLE FOR ANY DAMAGE TO THE EXISTING STREETS OR SIDEWALKS DURING THE CONSTRUCTION OF THIS PROJECT, AND SHALL REPAIR SUCH DAMAGE TO THE SATISFACTION OF THE GOVERNING AGENCY, AT NO EXTRA COST TO THE OWNER.
4. ALL MATERIALS AND FINISHES SHALL BE AS PER DRAWINGS, DETAILS AND SPECIFICATIONS. SOME MATERIALS MAY REQUIRE SEVERAL WEEK ORDER LEAD TIME. CONTRACTOR IS RESPONSIBLE FOR DETERMINING ANY AND ALL ORDERING LEAD TIMES, AND PROVIDING REQUIRED MATERIALS AT THE PROJECT SITE IN A TIMELY MANNER. NO UNAPPROVED SUBSTITUTIONS WILL BE ALLOWED. CONTACT THE OWNER'S REPRESENTATIVE IMMEDIATELY IF A SPECIFIED MATERIAL IS NOT AVAILABLE.
5. ALL EXISTING CONDITIONS AND STRUCTURES, NOT SPECIFICALLY NOTED FOR REMOVAL, SHALL BE RETAINED AND PROTECTED. EXISTING CONDITIONS AND STRUCTURES THAT ARE DAMAGED DURING THE COURSE OF CONSTRUCTIONS SHALL BE REPLACED BY THE CONTRACTOR AT NO ADDITIONAL COST TO THE OWNER.
6. ALL CONTRACTORS WORKING WITHIN THE PUBLIC RIGHT-OF-WAY ARE REQUIRED TO SECURE A RIGHT-OF-WAY CONSTRUCTION PERMIT FROM THE TOWN OF JACKSON AT LEAST 48 HOURS PRIOR TO ANY CONSTRUCTION.
7. ALL CONSTRUCTION SHALL CONFORM TO THE TOWN OF JACKSON UTILITY STANDARDS AND THE LATEST EDITION OF THE WYOMING PUBLIC WORKS STANDARD SPECIFICATIONS (WPWSS) AS APPLICABLE. NO EXCEPTIONS TO THESE STANDARDS WILL BE ALLOWED UNLESS SPECIFICALLY AND PREVIOUSLY APPROVED IN WRITING BY THE GOVERNING AGENCY.
8. THE CONTRACTOR SHALL PERFORM ALL CLEARING AND SITE PREPARATION NECESSARY FOR THE PROPER EXECUTION OF ALL WORK INDICATED ON THESE PLANS AND SPECIFICATIONS.
9. THE LAND GROUP, INC. DOES NOT AND CANNOT GUARANTEE THE ACCURACY OF WORK DONE BY OTHERS AND INCLUDES THIS INFORMATION FOR THE CONVENIENCE OF THE CONTRACTOR ONLY. THE CONTRACTOR IS RESPONSIBLE TO CONTACT THE OWNER'S REPRESENTATIVE TO REQUEST CLARIFICATION OF DISCREPANCIES BETWEEN THE INFORMATION SHOWN ON THIS PLAN AND INFORMATION SHOWN ELSEWHERE. IN THE EVENT THE CONTRACTOR PROCEEDS WITH CONSTRUCTION WITHOUT OFFICIAL CLARIFICATION FROM THE OWNER'S REPRESENTATIVE, HE SHALL BE LIABLE FOR THE COST OF CORRECTIVE WORK AND SHALL REPAIR OR RECONSTRUCT THE FAULTY WORK TO THE SATISFACTION OF THE OWNER'S REPRESENTATIVE AT NO ADDITIONAL COST TO THE OWNER.
10. THE CONTRACTOR IS RESPONSIBLE FOR PROVIDING, ERECTING AND MAINTAINING THE REQUIRED MATERIALS, EQUIPMENT AND MANPOWER NECESSARY FOR PUBLIC SAFETY AND TRAFFIC CONTROL WITHIN THE PROJECT LIMITS AND ON THE APPROACHES TO THE PROJECT.
11. THE CONTRACTOR AGREES THAT IN ACCORDANCE WITH GENERALLY ACCEPTED CONSTRUCTION PRACTICES, CONTRACTOR SHALL BE REQUIRED TO ASSUME SOLE AND COMPLETE RESPONSIBILITY FOR JOB SITE CONDITIONS DURING THE COURSE OF CONSTRUCTION OF THE PROJECT, INCLUDING THE SAFETY OF ALL PERSONS AND PROPERTY, AND THAT THIS REQUIREMENT SHALL BE MADE TO APPLY CONTINUOUSLY AND NOT BE LIMITED TO NORMAL WORKING HOURS. CONTRACTOR FURTHER AGREES TO DEFEND, INDEMNIFY, AND HOLD DESIGN PROFESSIONAL HARMLESS FROM ANY AND ALL LIABILITY, REAL AND ALLEGED, IN CONNECTION WITH THE PERFORMANCE OF WORK ON THIS PROJECT, EXCEPTING LIABILITY ARISING FROM THE SOLE NEGLIGENCE OF THE DESIGN PROFESSIONAL.
12. IF ANY ARCHEOLOGICAL, CULTURAL OR HISTORICAL RESOURCES, OR ARTIFACTS OR OTHER FEATURES ARE DISCOVERED DURING THE COURSE OF CONSTRUCTION ANYWHERE ON THE PROJECT SITE, WORK SHALL BE SUSPENDED IN THAT LOCATION UNTIL A QUALIFIED PROFESSIONAL ARCHEOLOGIST ASSESSES THE SIGNIFICANCE OF THE DISCOVERY. THE OWNER SHALL BE NOTIFIED IMMEDIATELY OF ANY FINDS. IN CONSULTATION WITH THE ARCHEOLOGIST AND THE GOVERNING AGENCY, APPROPRIATE MEASURES FOR PRESERVATION SHALL BE ESTABLISHED PRIOR TO THE COMMENCEMENT OF WORK.
13. THE LOCATION OF EXISTING UNDERGROUND UTILITIES ON THESE PLANS ARE APPROXIMATE. A REASONABLE EFFORT HAS BEEN MADE TO LOCATE AND DELINEATE ALL UNDERGROUND FACILITIES, HOWEVER THE LAND GROUP, INC. OR ITS CONSULTANTS ASSUMES NO LIABILITY FOR THE ACCURACY OR COMPLETENESS OF THE EXISTING FACILITIES SHOWN HERE OR FOR THE EXISTENCE OF OTHER UNDERGROUND UTILITIES OR OBJECTS WHICH MAY BE DISCOVERED BUT ARE NOT SHOWN ON THESE PLANS. THE CONTRACTOR SHALL DETERMINE THE EXACT LOCATION OF ANY EXISTING UTILITIES BEFORE COMMENCING WORK AND AGREES TO BE FULLY RESPONSIBLE FOR ANY AND ALL DAMAGE DUE TO CONTRACTOR'S FAILURE TO EXACTLY LOCATE AND PRESERVE ANY AND ALL UNDERGROUND UTILITIES. THE CONTRACTOR SHALL CONTACT ONE CALL OF WYOMING 48 HOURS PRIOR TO ANY EXCAVATION. 811 OR 1-800-849-2476.
14. DURING THE COURSE OF THE WORK, THE CONTRACTOR SHALL COORDINATE AND ACCOMMODATE OTHER CONTRACTORS OPERATIONS OF THE OWNER, AND LOCAL AGENCIES.
15. NOTIFY THE OWNER'S REPRESENTATIVE PRIOR TO CONSTRUCTION IF INCONSISTENCIES, ERRORS OR DISCREPANCIES ARE FOUND IN THESE PLANS.
16. CONTRACTOR SHALL HAVE AN APPROVED SET OF PLANS, PROJECT SPECIFICATIONS, A COMPLETE COPY OF THE LATEST EDITION OF THE WYOMING PUBLIC WORKS STANDARD SPECIFICATIONS (WPWSS) AND THE TOWN OF JACKSON UTILITY STANDARDS.

1.1.	DEFINITIONS
1.2.	STRUCTURAL FILL: SOIL MATERIALS USED TO RAISE THE GRADES BENEATH BUILDINGS, FOOTINGS, FOUNDATIONS, RETAINING WALLS, SLABS, CURBS, MECHANICAL AND ELECTRICAL APPURTENANCES, OR OTHER MAN-MADE STATIONARY FEATURES CONSTRUCTED ABOVE OR BELOW THE GROUND SURFACE.
1.3.	BUILDING PAD AREAS: THE LIMITS DESIGNATED ON THE GRADING PLAN WITHIN WHICH A BUILDING FOUNDATION IS LIKELY TO OCCUR. BUILDINGS LOCATED OUTSIDE OF THESE LIMITS MAY REQUIRE REEXCAVATION AND REPLACEMENT OF STRUCTURAL FILL AT THE TIME OF CONSTRUCTION BY THE BUILDING CONTRACTOR.
1.4.	LOAD STRESS ENVELOPE: A 1 VERTICAL TO 1 HORIZONTAL (1:1) PLANE EXTENDING DOWNWARD FROM THE OUTSIDE EDGE OF THE FOOTING.
1.5.	MOISTURE CONDITIONING: THE PROCESS OF RAISING THE MOISTURE LEVELS IN THE SOIL TO LEVELS AT OR NEAR OPTIMUM. INCLUDES SCARIFYING, ADDING WATER, MIXING OF SOIL AND RECOMPACTION FOLLOWED BY TESTING TO CONFIRM THAT MOISTURE LEVELS HAVE BEEN MET.
2.0.	AIR DRYING: THE PROCESS OF LOWERING THE MOISTURE LEVELS IN THE SOIL TO LEVELS AT OR NEAR OPTIMUM.
2.1.	GENERAL
2.2.	WHERE IT IS NOT SPECIFICALLY STATED IN THESE SPECIFICATIONS THE WYOMING PUBLIC WORKS STANDARD SPECIFICATIONS SHALL GOVERN.
2.3.	CONTRACTOR SHALL CONTACT "ONE CALL OF WYOMING" 48 HOURS PRIOR TO ANY EXCAVATION. 811 OR 1-800-849-2470
3.0.	STRIP
3.1.	THE STRIPPED SURFACE SHALL BE APPROVED BY THE GEOTECHNICAL ENGINEER PRIOR TO SUBSEQUENT EXCAVATION OR FILLING.
3.2.	STOCKPILE EXCAVATED LANDSCAPE FILL MATERIALS AND STRUCTURAL FILL MATERIAL SEPARATELY WITHOUT INTERMIXING. PLACE, GRADE, AND SHAPE STOCKPILES TO DRAIN SURFACE WATER.
4.0.	EXCAVATION
4.1.	STOCKPILE EXCAVATED LANDSCAPE FILL MATERIALS AND STRUCTURAL FILL MATERIAL SEPARATELY WITHOUT INTERMIXING. PLACE, GRADE, AND SHAPE STOCKPILES TO DRAIN SURFACE WATER.
5.0.	SUBGRADE INSPECTION
5.1.	NOTIFY GEOTECHNICAL ENGINEER WHEN EXCAVATIONS HAVE REACHED REQUIRED SUBGRADE FOR APPROVAL AFTER STRIP AND PRIOR TO FILL.
5.2.	IF UPON INSPECTION OF SUBGRADE, GEOTECHNICAL ENGINEER DETERMINES THAT ADDITIONAL STRIP IS NECESSARY OR THAT UNSATISFACTORY SOIL IS PRESENT, CONTINUE EXCAVATION AND REPLACE WITH COMPACTED FILL MATERIAL AS DIRECTED.
5.3.	IF GEOTECHNICAL ENGINEER DETERMINES THAT THE SUBGRADE AREAS THAT HAVE BEEN "MOISTURE CONDITIONED" OR "AIR DRIED" DO NOT MEET THE REQUIRED MOISTURE LEVELS, REPEAT MOISTURE CONDITIONING OR AIR DRYING PROCESS WITHOUT ADDITIONAL COMPENSATION.
5.4.	WHEN APPROVAL OF SUBGRADE HAS BEEN OBTAINED FROM THE GEOTECHNICAL ENGINEER, THE CONTRACTOR SHALL KEEP THE SUBGRADE SOILS DRY, UNFROZEN AND FREE OF TRAFFIC UNTIL THE FULL PAVEMENT SECTION HAS BEEN INSTALLED.
5.5.	RECONSTRUCT SUBGRADES DAMAGED BY FREEZING TEMPERATURES, FROST, RAIN, ACCUMULATED WATER, OR CONSTRUCTION ACTIVITIES, AS DIRECTED BY GEOTECHNICAL ENGINEER, WITHOUT ADDITIONAL COMPENSATION.
6.0.	SOIL FILL
6.1.	STRUCTURAL FILL: ACCEPTABLE SOIL CLASSIFICATION GROUPS GW, GP, GM, SW, SP, SM AND ML OR A COMBINATION OF THESE GROUPS; FREE OF ROCK OR GRAVEL LARGER THAN 6 INCHES IN ANY DIMENSION, DEBRIS, WASTE, FROZEN MATERIALS, VEGETATION, AND OTHER DELETERIOUS MATTER. SILT SOILS (GM, SM AND ML) MAY BE USED AS STRUCTURAL FILL IF IT CONTAINS LESS THAN 3% ORGANICS AS DETERMINED BY THE GEOTECHNICAL ENGINEER AND THE PLACEMENT AND COMPACTION OF THE MATERIAL IS SUPERVISED AND APPROVED BY THE GEOTECHNICAL ENGINEER. USE OF SILT SOILS AS STRUCTURAL FILL IS PROHIBITED BELOW FOOTINGS.
6.2.	LANDSCAPE SOIL FILL: THE STRIP MATERIAL (ML) WHICH CANNOT BE USED AS STRUCTURAL MATERIAL, (I.E., GREATER THAN 3% ORGANICS), MAY BE USED AS LANDSCAPE FILL MATERIAL.
6.3.	PLOW, SCARIFY, BENCH, OR BREAK UP SLOPED SURFACES STEEPER THAN 1 VERTICAL TO 4 HORIZONTAL SO FILL MATERIAL WILL BOND WITH EXISTING MATERIAL.
6.4.	DO NOT PLACE BACKFILL OR FILL SOIL MATERIAL ON SURFACES THAT ARE MUDDY, FROZEN, OR CONTAIN FROST OR ICE.
6.5.	UNIFORMLY MOISTEN OR AERATE SUBGRADE AND EACH SUBSEQUENT FILL OR BACKFILL SOIL LAYER BEFORE COMPACTION TO WITHIN 2 PERCENT OF OPTIMUM MOISTURE CONTENT. SOILS NOT MAINTAINED WITHIN 2 PERCENT OF OPTIMUM MOISTURE CONTENT AT TIME OF COMPACTION SHALL BE CONSIDERED UNSATISFACTORY.
6.6.	REMOVE AND REPLACE, OR SCARIFY AND AIR DRY OTHERWISE SATISFACTORY SOIL MATERIAL THAT EXCEEDS OPTIMUM MOISTURE CONTENT BY 2 PERCENT AND IS TOO WET TO COMPACT TO SPECIFIED DRY UNIT WEIGHT.
6.7.	PROTECT APPROVED SUBGRADE SOIL FROM RECEIVING EXCESS MOISTURE. IF THIS SOIL IS ALLOWED TO RECEIVE MOISTURE, WHICH RAISES IT ABOVE ITS OPTIMUM LEVELS, IT WILL BECOME INSTABLE AND NOT BE COMPACTABLE. INSTABLE SOIL SHALL BE REMOVED AND REPLACED WITH ENGINEERED FILL AT THE CONTRACTOR'S EXPENSE.
6.8.	SUBGRADE MATERIALS WHICH HAVE BEEN PREVIOUSLY APPROVED BUT HAVE BEEN DRIED OR DAMPENED CAUSING THE SOIL TO BE OUTSIDE OF REQUIRED MOISTURE LEVELS SHALL BE RE-MOISTURE CONDITIONED AT CONTRACTOR'S EXPENSE.
6.9.	SANDY SILT (ML) USED AS STRUCTURAL FILL MAY REQUIRE MOISTURE CONDITIONING, AS DETERMINED BY THE GEOTECHNICAL ENGINEER. MOISTURE CONDITIONING SHALL BE AS FOLLOWS: SCARIFY TO A DEPTH OF 12 INCHES. APPLY WATER TO RAISE THE MOISTURE LEVEL IN THE SOIL 1 TO 4 PERCENTAGE POINTS ABOVE OPTIMUM. RECOMPACT TO AT LEAST 95% AND NO MORE THAN 98% OF THE MAXIMUM DENSITY AS REQUIRED BY ASTM D 1557 "MODIFIED PROCTOR".
6.10.	COMPACTION OF STRUCTURAL FILL: PLACE MATERIALS IN LAYERS NOT MORE THAN 12 INCHES IN LOOSE DEPTH.
6.11.	COMPACT STRUCTURAL FILL TO NOT LESS THAN THE FOLLOWING PERCENTAGES OF MAXIMUM DRY DENSITY:
6.11.1.	BELow STRUCTURES: COMPACT EACH LAYER OF STRUCTURAL FILL TO A MINIMUM OF 95 PERCENT OF THE MAXIMUM DRY DENSITY AS DETERMINED BY ASTM D1557.
6.11.2.	BELow RIGID PAVEMENTS: COMPACT 12 INCHES OF EXISTING SUBGRADE TO 95 PERCENT OF MAXIMUM DRY DENSITY AS DETERMINED BY ASTM D698. COMPACT EACH LAYER OF STRUCTURAL FILL TO A MINIMUM OF 95 PERCENT OF THE MAXIMUM DRY DENSITY AS DETERMINED BY ASTM D1557.
6.11.3.	BELow FLEXIBLE PAVEMENTS: COMPACT 12 INCHES OF EXISTING SUBGRADE TO 95 PERCENT OF MAXIMUM DRY DENSITY AS DETERMINED BY ASTM D698. COMPACT EACH LAYER OF STRUCTURAL FILL TO A MINIMUM OF 95 PERCENT OF THE MAXIMUM DRY DENSITY AS DETERMINED BY ASTM D1557.
6.11.4.	UNDER LAWN OR UNPAVED AREAS: SCARIFY AND RECOMPACT TOP 6 INCHES BELow SUBGRADE AND COMPACT EACH LAYER OF BACKFILL OR FILL SOIL MATERIAL TO A MINIMUM OF 90 PERCENT OF THE MAXIMUM DRY DENSITY AS DETERMINED BY ASTM D1557.
6.11.5.	UTILITY TRENCHES: COMPACT EACH LAYER OF INITIAL AND FINAL BACKFILL SOIL MATERIAL TO 95 PERCENT OF THE MAXIMUM DRY DENSITY AS DETERMINED BY ASTM D1557.
6.11.6.	STRUCTURAL FILL WITHIN THE BUILDING PAD AREAS DESCRIBED ABOVE AND WITHIN THE "LOAD STRESS ENVELOPE" SHALL BE PLACED AND COMPACTED TO THE ELEVATIONS SHOWN ON THE GRADING PLAN.
7.0.	GRADING
7.1.	UNIFORMLY GRADE AREAS TO A SMOOTH SURFACE, FREE OF IRREGULAR SURFACE CHANGES. COMPLY WITH COMPACTION REQUIREMENTS AND GRADE TO CROSS SECTIONS, LINES, AND ELEVATIONS INDICATED. PROVIDE A SMOOTH TRANSITION BETWEEN ADJACENT EXISTING GRADES AND NEW GRADES. CUT OUT SOFT SPOTS AND FILL USING COMPACTION GUIDELINES PER THE GEOTECHNICAL ENGINEER, FILL LOW SPOTS, AND TRIM HIGH SPOTS TO COMPLY WITH REQUIRED SURFACE TOLERANCES.
7.2.	FINISH SUBGRADES TO REQUIRED ELEVATIONS WITHIN THE FOLLOWING TOLERANCES: PAVEMENTS: PLUS OR MINUS 1/2 INCH BASE COURSE, PLUS OR MINUS 0.1 FEET SUBGRADE; UNPAVED AREAS: PLUS OR MINUS 0.3 FEET.
7.3.	MAXIMUM SLOPE SHALL BE 3:1 UNLESS OTHERWISE INDICATED.

- 8.1. OWNER WILL ENGAGE A QUALIFIED INDEPENDENT GEOTECHNICAL ENGINEERING TESTING AGENCY TO PERFORM FIELD QUALITY-CONTROL TESTING.
- 8.2. ALLOW TESTING AGENCY TO INSPECT AND TEST SUBGRADES AND EACH FILL OR BACKFILL LAYER. PROCEED WITH SUBSEQUENT EARTHWORK ONLY AFTER TEST RESULTS FOR PREVIOUSLY COMPLETED WORK COMPLY WITH REQUIREMENTS.
- 8.3. PARKING AND DRIVEWAY AREAS SHALL BE TESTED AT A RATE OF 1 TEST PER 10,000 SF.
- 8.4. TRENCH EXCAVATION: PER WYOMING PUBLIC WORKS STANDARD SPECIFICATIONS SECTION 0220.
- 8.5. WHEN TESTING AGENCY REPORTS THAT SUBGRADES, FILLS, OR BACKFILLS HAVE NOT ACHIEVED DEGREE OF COMPACTION SPECIFIED, SCARIFY AND MOISTEN OR AERATE, OR REMOVE AND REPLACE SOIL TO DEPTH REQUIRED; RECOMPACT AND RETEST UNTIL SPECIFIED COMPACTION IS OBTAINED WITHOUT ADDITIONAL COMPENSATION.
9. PROTECTION
 - 9.1. PROTECT EXCAVATED SUBGRADE AREAS OR AREAS STRIPPED FOR SUBSEQUENT FILL MATERIAL PLACEMENT BENEATH AREAS TO BE PAVED: IT SHALL BE THE CONTRACTOR'S RESPONSIBILITY TO SCHEDULE AND CONSTRUCT WORK, AND PROVIDE PROTECTION, IN A MANNER TO AVOID CAUSING INSTABILITY OF THE EXISTING SOILS. SUCH PROTECTION MAY INCLUDE AVOIDING TRAFFIC OVER SUCH AREAS WITHOUT PROVISION OF A PROTECTIVE CONSTRUCTION ACCESS ROAD. CONTRACTOR SHALL KEEP SURFACES WELL DRAINED FREE FROM PUDDLING, PONDING, OR POTENTIAL MOISTURE BUILD UP IN THE FORM OF SNOW OR OTHERWISE, WHICH MAY CAUSE THE INSTABILITY OF THE SURFACE SOILS OR UNDERLYING SOILS.
 - 9.2. UPON COMPLETION OF EXCAVATION TO SUBGRADE LEVELS BENEATH SUBSEQUENT FILL, THE CONTRACTOR SHALL IMMEDIATELY OBTAIN COMPACTION LEVELS AS REQUIRED. IF AFTER APPROVAL, THE SUBGRADE SOILS RECEIVE MOISTURE WHICH RAISES THE MOISTURE CONTENT TO A LEVEL EXCEEDING THE TARGET MOISTURE LEVELS, THEY SHALL BE SCARIFIED AND ALLOWED TO DRY OR REMOVED AND REPLACED WITH ENGINEERED FILL AT THE CONTRACTOR'S EXPENSE. IT SHALL BE THE CONTRACTOR'S RESPONSIBILITY TO KEEP THESE SUBGRADE SOILS DRY AND FREE OF TRAFFIC PRIOR TO AND DURING COMPACTION EFFORTS AND UNTIL THE FILL PAVEMENT SECTION HAS BEEN INSTALLED. THE CONTRACTOR SHALL OBTAIN APPROVAL OF THE SUBGRADE IMMEDIATELY AFTER COMPLETION OF SUBGRADE MOISTURE CONDITIONING AND/OR COMPACTION EFFORTS.
 - 9.3. THE CONTRACTOR SHALL TAKE ALL NECESSARY PRECAUTIONS TO PROTECT EXISTING UTILITIES AND IMPROVEMENTS. ANY DAMAGE TO EXISTING FACILITIES OR IMPROVEMENTS RESULTING FROM THE CONTRACTORS OPERATIONS, SHALL BE REPAIRED OR REPLACED AT CONTRACTORS EXPENSE.



C3.00



Sheet Notes:

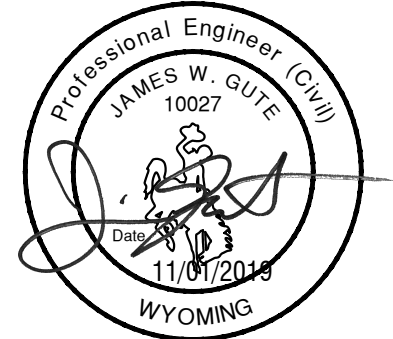
- 1. PROPOSED CONTOURS ARE AT 1 FOOT INTERVALS.
- 2. SPOT ELEVATIONS REPRESENT FINISH GRADE SURFACE UNLESS OTHERWISE NOTED AS FOLLOWS:
 - 2.1. TC = TOP OF CONCRETE
 - 2.2. TBC = TOP BACK OF CURB
 - 2.3. ME = MATCH EXISTING
 - 2.4. FG = FINISHED GRADE
 - 2.5. RIM = TOP OF RIM



GENEVIEVE BLOCK
Cafe G. LLC

EAST BROADWAY AVE.
JACKSON, WY 83001

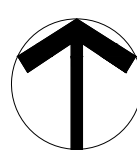
Revisions
1.



Project No.: 119147
Date of Issuance: 11.01.2019
Project Milestone: 100% CD

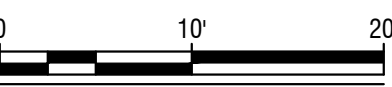
Construction Documents
Grading Plan - Area 1

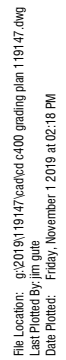
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Grading Plan - Area 1

Horizontal Scale: 1" = 10'





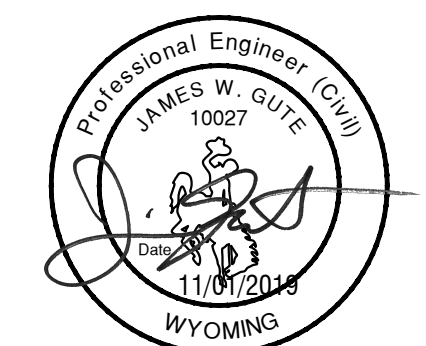
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Revisions	 Date: _____
1. _____	



Project No.:	119147
Date of Issuance:	11.01.2019
Project Milestone:	100% CD

Construction Documents

Grading Plan - Area 2

C4.02



EAST BROADWAY AVE.
Jackson, WY 83001

Construction Documents

Utility Plan - Overall



Horizontal Scale: 1" = 20'



- A. CONTRACTOR SHALL COMPLY WITH GENERAL NOTES PLAN SHEET C3.00.
- B. CONTRACTOR SHALL COORDINATE AND VERIFY ALL UTILITIES/BUILDING CONNECTION POINTS WITH BUILDING MECHANICAL AND MECHANICAL CONTRACTOR PRIOR TO COMMENCING WORK.
- C. REFER TO SITE ELECTRICAL PLAN FOR DETAILED POWER, COMMUNICATION AND RIBER OPTIC ROUTING THROUGHOUT THE SITE.
- D. COORDINATE WITH SHEET C5.50 FOR DRAINAGE DETAILS. COORDINATE WITH SHEET C5.01 FOR DRAINAGE STRUCTURE AND SEEPAGE BED SUMMARIES.
- E. SAND AND GREASE TRAP RIM ELEVATIONS REFERENCE RIM ON INLET SIDE FLUSH WITH ASPHALT. REFER TO SITE GRADING PLAN FOR ADDITIONAL RIM ELEVATIONS.
- F. CATCH BASIN ELEVATIONS REFERENCE LIP OF GUTTER FLUSH WITH ASPHALT.

1. INSTALL 4-IN SDR-35 PVC STANDARD SEWER SERVICE LINE PER WPPWSS STANDARD 02700. INSTALL TRAFFIC-RATED SANITARY SEWER CLEANOUTS WITH BOLT DOWN COVERS PER WPPWSS SD-02700-06, 100-FT O.C. MAX.
2. CONNECT TO EXISTING SEWER SERVICE AND EXTEND AS INDICATED WITH CLEANOUT AS SHOWN. CONFIRM EXISTING PIPE SIZE, LOCATION, TYPE AND ELEVATION PRIOR TO CONNECTION. COORDINATE WITH MECHANICAL FOR CONTINUATION INTO BUILDING IF REQUIRED, INFORM ENGINEER OF ANY DISCREPANCIES.
3. INSTALL NEW SANITARY SEWER MANHOLE PER WYOMING PUBLIC WORKS STANDARD DRAWING 02700-02.
4. INSTALL SANITARY SEWER CLEANOUT FOR FUTURE CONNECTION PER WPPWSS SD-02700-06.
5. INSTALL NEW SANITARY SEWER MANHOLE PER WYOMING PUBLIC WORKS STANDARD DRAWING 02700-02. CONNECT TO EXISTING SANITARY SEWER MAIN PER T.O.J., WY D.E.Q. AND WPPWSS STANDARDS. MATCH INVERT ELEVATIONS OF EXISTING SEWER MAIN. INSTALL ECCENTRIC CONE AND CONCRETE COLLAR TO AVOID EXISTING GUTTER FLOWLINE.
6. INSTALL 8-INCH SANITARY SEWER MAIN PIPING: ASTM D 3034 PVC, SDR-35.

NOTE: COORDINATE ALL WATER UTILITY WORK WITH TOWN OF JACKSON PUBLIC WORKS FOR ALL WORK TO BE PERFORMED. ALL WATER UTILITIES SHALL BE BURIED AT A MINIMUM OF 7 FEET.

1. INSTALL WATER SERVICE LINE: HOT-TAP EXISTING WATER MAIN UTILIZING FULLY RESTRAINED JOINT (NO THRUST BLOCKS) PER WPMSS SD-02665-01.

1. REFERENCE JACKSON STANDARD CONSTRUCTION DETAIL W-105

2. 4" WATER SERVICE PIPE: AWWA C900 PVC PIPE.

3. INSTALL NEW 1.5-IN WATER METER PER JACKSON STANDARD CONSTRUCTION DETAIL W-113 AND W-115. CONTINUE WATER SERVICE TO BUILDING AS SHOWN.

4. INSTALL NEW 1-IN WATER METER PER JACKSON STANDARD CONSTRUCTION DETAIL W-112 AND W-114. PIGTAIL WATER SERVICE PIPING DOWNSTREAM OF METER TO SURFACE FOR FUTURE CONNECTION.

5. NEW WATER SERVICE LINE PER JACKSON STANDARD CONSTRUCTION DETAIL W-100. CONNECT TO EXISTING WATER SERVICE AT BUILDING, COORDINATE WITH MECHANICAL FOR CONTINUATION INTO BUILDING AS REQUIRED, INSTALL ALL REQUIRED TRANSITION FITTINGS AS REQUIRED.

6. DEFLECT WATER SERVICE VERTICALLY TO MAINTAIN A MINIMUM OF 18" OF SEPARATION FROM STORM DRAIN, IF REQUIRED.

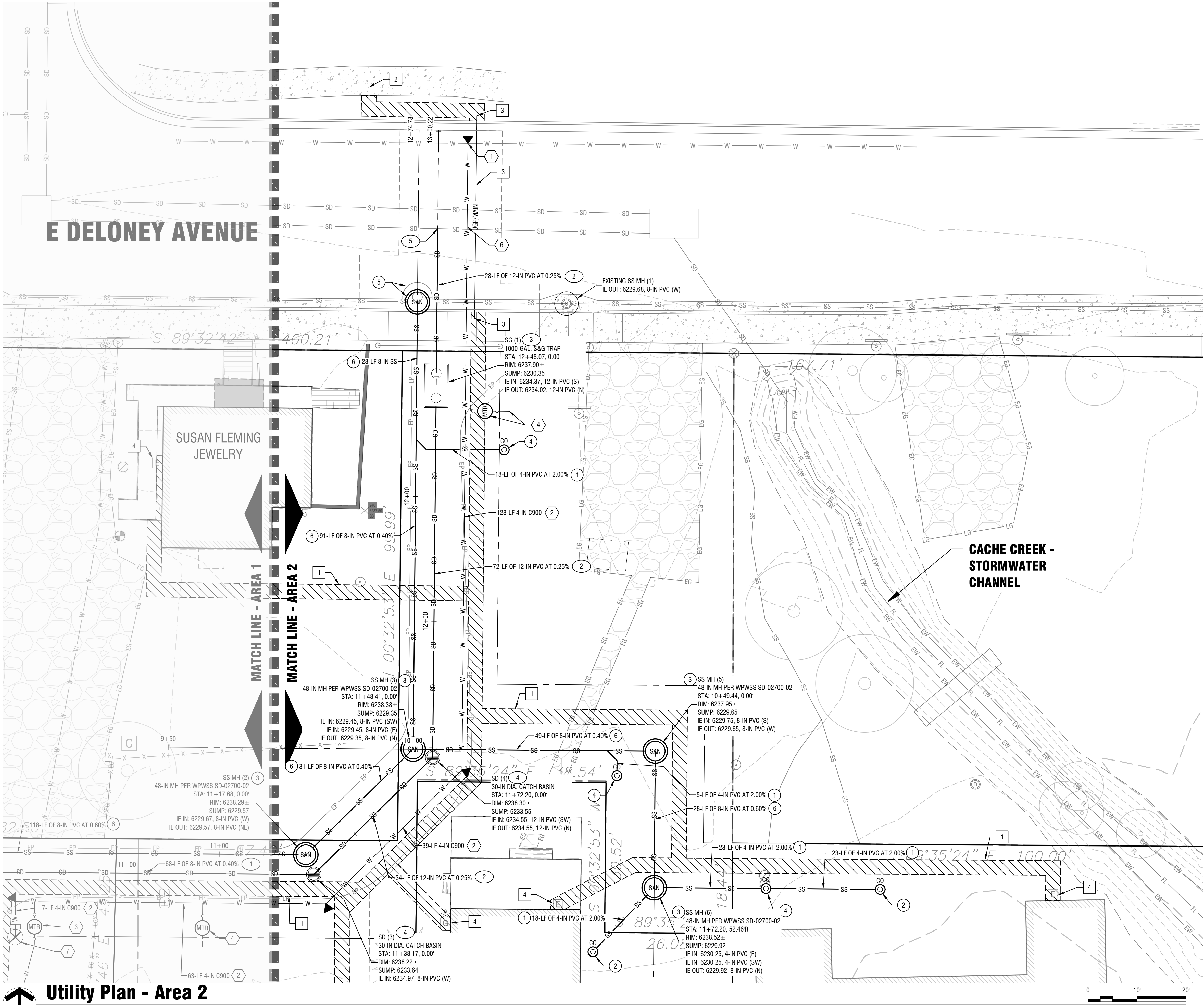
7. INSTALL 2" BLOW-OFF ASSEMBLY PER JACKSON STANDARD CONSTRUCTION DETAIL W-108.

8. ALL EXISTING WATER SERVICES SERVING THE PROJECT FROM BROADWAY AVE. SHALL REMAIN. RETAIN AND PROTECT.

1. 8" STORM DRAIN PIPE: ASTM D 3034 PVC, SDR 35.
2. 12" STORM DRAIN PIPE: ASTM D 3034 PVC, SDR 35.
3. 1000-GALLON SAND AND GREASE TRAP PER DETAIL 7/2.50.
4. INSTALL 30-IN ROUND CATCH BASIN WITH GRADED, PEDESTRIAN-FRIENDLY LID, OLDCASTLE CB 140 OR APPROVED EQUAL.
5. CONNECT TO EXISTING 48" STORM DRAIN MAIN. INSTALL A 12" INSERT-A-TEE PER MANUFACTURER'S REQUIREMENTS.

1. PROPOSED UNDERGROUND UTILITY CORRIDOR, SHOWN APPROXIMATE. COORDINATE WITH UTILITY PROVIDERS AND OTHERS HAVING JURISDICTION FOR FINAL ROUTING, DETAILS OF INSTALLATION AND SEPARATION REQUIREMENTS.
2. CONNECT PROPOSED UNDERGROUND WIRE UTILITIES TO OVERHEAD UTILITIES AT THIS GENERAL LOCATION, COORDINATE WITH UTILITY PROVIDERS AND ELECTRICAL ENGINEER AS REQUIRED.
3. ROUTE UTILITIES THROUGH EXISTING 4-INCH DIAMETER CONDUIT UNDER DELONEY AVE, EXTEND / MODIFY EXISTING CONDUIT AS REQUIRED IN CONFORMANCE WITH UTILITY PROVIDERS STANDARDS AND REQUIREMENTS.
4. CONNECT TO EXISTING SERVICE AT METER, COORDINATE WITH PROPERTY OWNER AND UTILITY AUTHORITY.





Utility Plan - Area 2

Horizontal Scale: 1" = 10'

Sheet Notes:

- CONTRACTOR SHALL COMPLY WITH GENERAL NOTES PLAN SHEET C3.00.
- CONTRACTOR SHALL COORDINATE AND VERIFY ALL UTILITIES/BUILDING CONNECTION POINTS WITH BUILDING MECHANICAL AND MECHANICAL CONTRACTOR PRIOR TO COMMENCING WORK.
- REFER TO SITE ELECTRICAL PLAN FOR DETAILED POWER, COMMUNICATION AND FIBER OPTIC ROUTING THROUGHOUT THE SITE.
- COORDINATE WITH SHEET C5.50 FOR DRAINAGE DETAILS. COORDINATE WITH SHEET C5.01 FOR DRAINAGE STRUCTURE AND SEEPAGE BED SUMMARIES.
- SAND AND GREASE TRAP RIM ELEVATIONS REFERENCE RIM ON INLET SIDE FLUSH WITH ASPHALT. REFER TO SITE GRADING PLAN FOR ADDITIONAL RIM ELEVATIONS.
- CATCH BASIN ELEVATIONS REFERENCE LIP OF GUTTER FLUSH WITH ASPHALT.
- PIPE LENGTHS SPECIFIED ARE FROM FITTING TO FITTING OR FITTING TO CONNECTION POINT AND ARE SHOWN FOR CONVENIENCE ONLY AS ACTUAL INSTALLED LENGTH MAY VARY FROM PLAN. CONTRACTOR SHALL VERIFY ALL UTILITY ROUTES AND LENGTHS.

Sewer Keynotes:

- INSTALL 4-IN SDR-35 PVC STANDARD SEWER SERVICE LINE PER WPWSS SECTION 02700, INSTALL TRAFFIC-RATED SANITARY SEWER CLEANOUTS WITH BOLT DOWN COVERS PER WPWSS SD-02700-06, 100-FT O.C. MAX.
- CONNECT TO EXISTING SEWER SERVICE AND EXTEND AS INDICATED WITH CLEANOUT AS SHOWN, CONFIRM EXISTING PIPE SIZE, LOCATION, TYPE AND ELEVATION PRIOR TO CONNECTION, COORDINATE WITH MECHANICAL FOR CONTINUATION INTO BUILDING IF REQUIRED, INFORM ENGINEER OF ANY DISCREPANCIES.
- INSTALL NEW SANITARY SEWER MANHOLE PER WYOMING PUBLIC WORKS STANDARD DRAWING 02700-02.
- INSTALL SANITARY SEWER CLEANOUT FOR FUTURE CONNECTION PER WPWSS SD-02700-06.
- INSTALL NEW SANITARY SEWER MANHOLE PER WYOMING PUBLIC WORKS STANDARD DRAWING 02700-02, CONNECT TO EXISTING SANITARY SEWER MAIN PER I.O.J., WY D.E.O. AND WPWSS STANDARDS, MATCH INVERT ELEVATIONS OF EXISTING SEWER MAIN, INSTALL ECCENTRIC CONE AND CONCRETE COLLAR TO AVOID EXISTING GUTTER FLOWLINE.
- INSTALL 8-INCH SANITARY SEWER MAIN PIPING: ASTM D 3034 PVC, SDR-35.

Water Keynotes:

NOTE: COORDINATE ALL WATER UTILITY WORK WITH TOWN OF JACKSON PUBLIC WORK FOR ALL WORK TO BE PERFORMED. ALL WATER UTILITIES SHALL BE BURIED AT A MINIMUM OF 7 FEET.

- INSTALL WATER SERVICE LINE: HOT-TAP EXISTING WATER MAIN UTILIZING FULLY RESTRAINED JOINT (NO THRUST BLOCKS) PER WPWSS SD-02665-01.
 - REFERENCE JACKSON STANDARD CONSTRUCTION DETAIL W-105
- 4" WATER SERVICE PIPE: AWWA C900 PVC PIPE.
- INSTALL NEW 1.5-IN WATER METER PER JACKSON STANDARD CONSTRUCTION DETAIL W-113 AND W-115, CONTINUE WATER SERVICE TO BUILDING AS SHOWN.
- INSTALL NEW 1-IN WATER METER PER JACKSON STANDARD CONSTRUCTION DETAIL W-112 AND W-114, PIGTAIL WATER SERVICE PIPING DOWNSTREAM OF METER TO SURFACE FOR FUTURE CONNECTION.
- NEW WATER SERVICE LINE PER JACKSON STANDARD CONSTRUCTION DETAIL W-100, CONNECT TO EXISTING WATER SERVICE AT BUILDING, COORDINATE WITH MECHANICAL FOR CONTINUATION INTO BUILDING AS REQUIRED, INSTALL ALL REQUIRED TRANSITION FITTINGS AS REQUIRED.
- DEFLECT WATER SERVICE VERTICALLY TO MAINTAIN A MINIMUM OF 18" OF SEPARATION FROM STORM DRAIN, IF REQUIRED.
- INSTALL 2" BLOW-OFF ASSEMBLY PER JACKSON STANDARD CONSTRUCTION DETAIL W-108.
- ALL EXISTING WATER SERVICES SERVICING THE PROJECT FROM BROADWAY AVE. SHALL REMAIN. RETAIN AND PROTECT.

Storm Drain Keynotes:

- 8" STORM DRAIN PIPE: ASTM D 3034 PVC, SDR 35.
- 12" STORM DRAIN PIPE: ASTM D 3034 PVC, SDR 35.
- 1000-GALLON SAND AND GREASE TRAP PER DETAIL 7/2.50.
- INSTALL 30-IN ROUND CATCH BASIN WITH GRATED, PEDESTRIAN-FRIENDLY LID, OLDCASTLE CB 140 OR APPROVED EQUAL.
- CONNECT TO EXISTING 48" STORM DRAIN MAIN. INSTALL A 12" INSERTA-TEE PER MANUFACTURER'S REQUIREMENTS.

Utility Keynotes

- PROPOSED UNDERGROUND UTILITY CORRIDOR, SHOWN APPROXIMATE. COORDINATE WITH UTILITY PROVIDERS AND OTHERS HAVING JURISDICTION FOR FINAL ROUTING, DETAILS OF INSTALLATION AND SEPARATION REQUIREMENTS.
- CONNECT PROPOSED UNDERGROUND WIRE UTILITIES TO OVERHEAD UTILITIES AT THIS GENERAL LOCATION, COORDINATE WITH UTILITY PROVIDERS AND ELECTRICAL ENGINEER AS REQUIRED.
- ROUTE UTILITIES THROUGH EXISTING 4-INCH DIAMETER CONDUIT UNDER DELONEY AVE, EXTEND / MODIFY EXISTING CONDUIT AS REQUIRED IN CONFORMANCE WITH UTILITY PROVIDERS STANDARDS AND REQUIREMENTS.
- CONNECT TO EXISTING SERVICE AT METER, COORDINATE WITH PROPERTY OWNER AND UTILITY AUTHORITY.

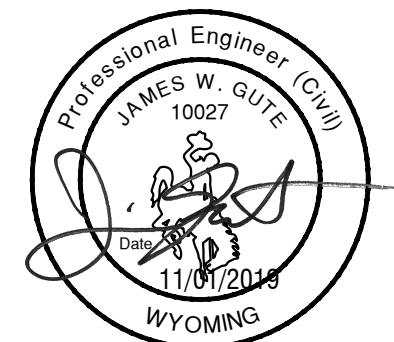


GENEVIEVE BLOCK
Cafe G. LLC

EAST BROADWAY AVE.
Jackson, WY 83001

Revisions

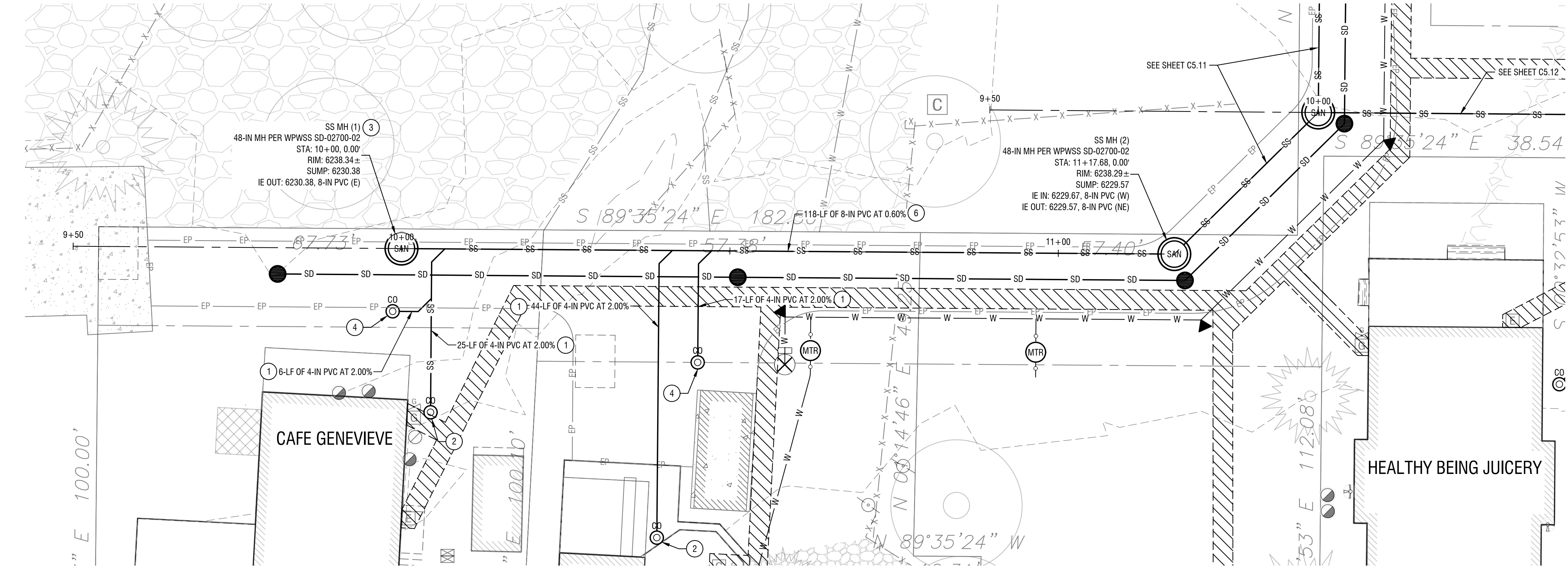
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Project No.: 119147
Date of Issuance: 11.01.2019
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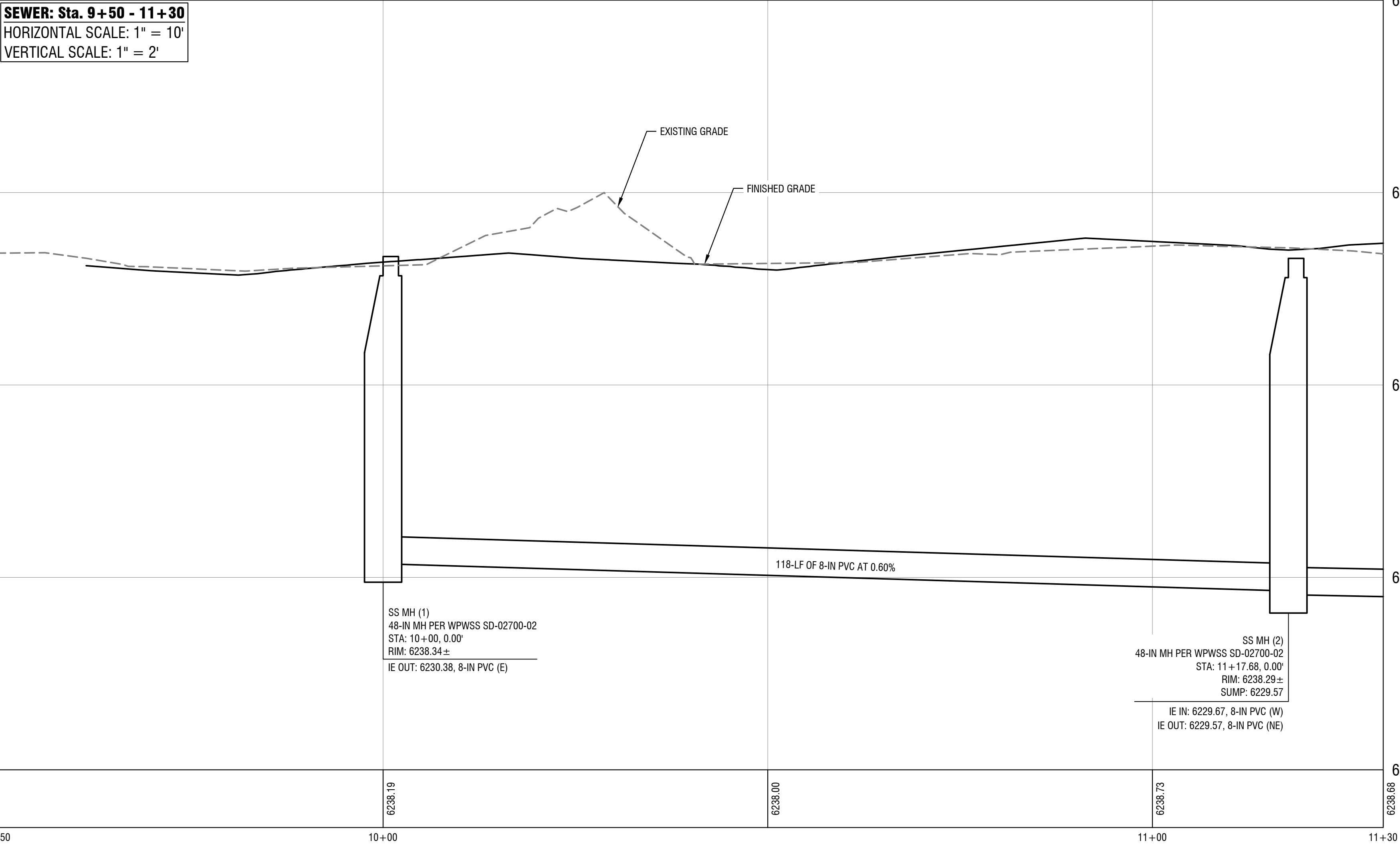
Construction Documents
Utility Plan - Area 2

C5.02



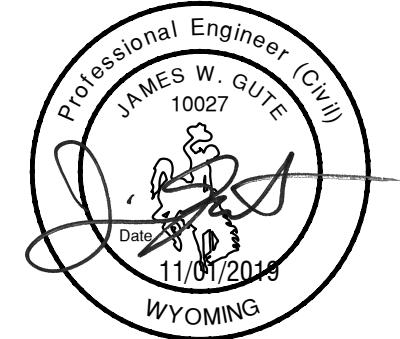
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- A. CONTRACTOR SHALL COMPLY WITH GENERAL NOTES PLAN SHEET C3.00.
 - B. CONTRACTOR SHALL COORDINATE AND VERIFY ALL UTILITIES/BUILDING CONNECTION POINTS WITH BUILDING MECHANICAL AND MECHANICAL CONTRACTOR PRIOR TO COMMENCING WORK.
 - C. REFER TO SITE ELECTRICAL PLAN FOR DETAILED POWER, COMMUNICATION AND FIBER OPTIC ROUTING THROUGHOUT THE SITE.
 - D. COORDINATE WITH SHEET C5.50 FOR DRAINAGE DETAILS. COORDINATE WITH SHEET C5.01 FOR DRAINAGE STRUCTURE AND SEEPAGE BED SUMMARIES.
 - E. SAND AND GREASE TRAP RIM ELEVATIONS REFERENCE RIM ON INLET SIDE FLUSH WITH ASPHALT. REFER TO SITE GRADING PLAN FOR ADDITIONAL RIM ELEVATIONS.
 - F. CATCH BASIN ELEVATIONS REFERENCE LIP OF GUTTER FLUSH WITH ASPHALT.
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- Sewer Keynotes:**
- 1. INSTALL 4-IN SDR-35 PVC STANDARD SEWER SERVICE LINE PER WPWSS SECTION 02700, INSTALL TRAFFIC-RATED SANITARY SEWER CLEANOUTS WITH BOLT DOWN COVERS PER WPWSS SD-02700-06, 100-FT O.C. MAX.
 - 2. CONNECT TO EXISTING SEWER SERVICE AND EXTEND AS INDICATED WITH CLEANOUT AS SHOWN, CONFIRM EXISTING PIPE SIZE, LOCATION, TYPE AND ELEVATION PRIOR TO CONNECTION, COORDINATE WITH MECHANICAL FOR CONTINUATION INTO BUILDING IF REQUIRED, INFORM ENGINEER OF ANY DISCREPANCIES.
 - 3. INSTALL NEW SANITARY SEWER MANHOLE PER WYOMING PUBLIC WORKS STANDARD DRAWING 02700-02.
 - 4. INSTALL SANITARY SEWER CLEANOUT FOR FUTURE CONNECTION PER WPWSS SD-02700-06.
 - 5. INSTALL NEW SANITARY SEWER MANHOLE PER WYOMING PUBLIC WORKS STANDARD DRAWING 02700-02, CONNECT TO EXISTING SANITARY SEWER MAIN PER T.O.J., WY D.E.O. AND WPWSS STANDARDS, MATCH INVERT ELEVATIONS OF EXISTING SEWER MAIN, INSTALL ECCENTRIC CONE AND CONCRETE COLLAR TO AVOID EXISTING GUTTER FLOWLINE.
 - 6. INSTALL 8-INCH SANITARY SEWER MAIN PIPING: ASTM D 3034 PVC, SDR-35.



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JACKSON, WY 83001

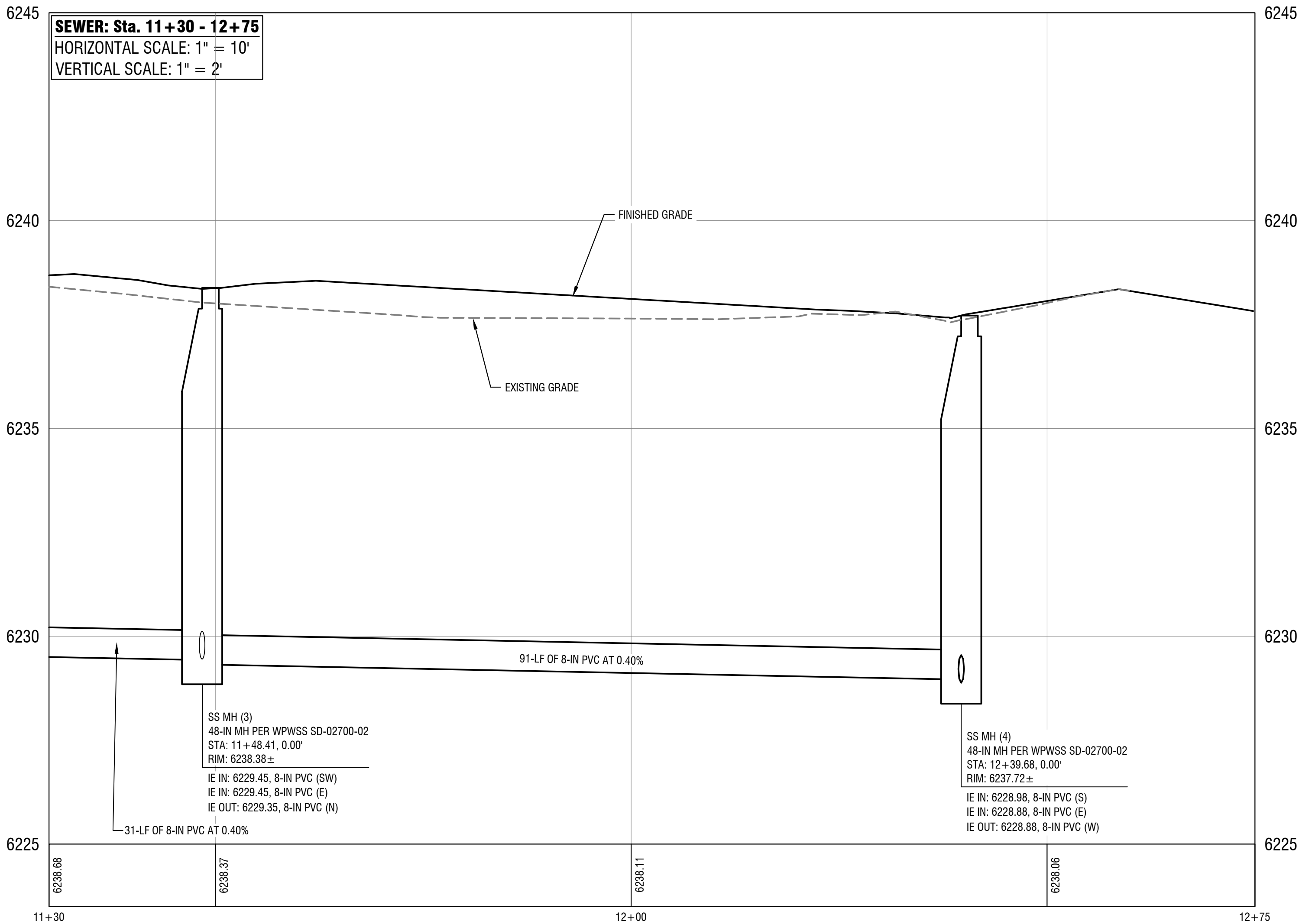
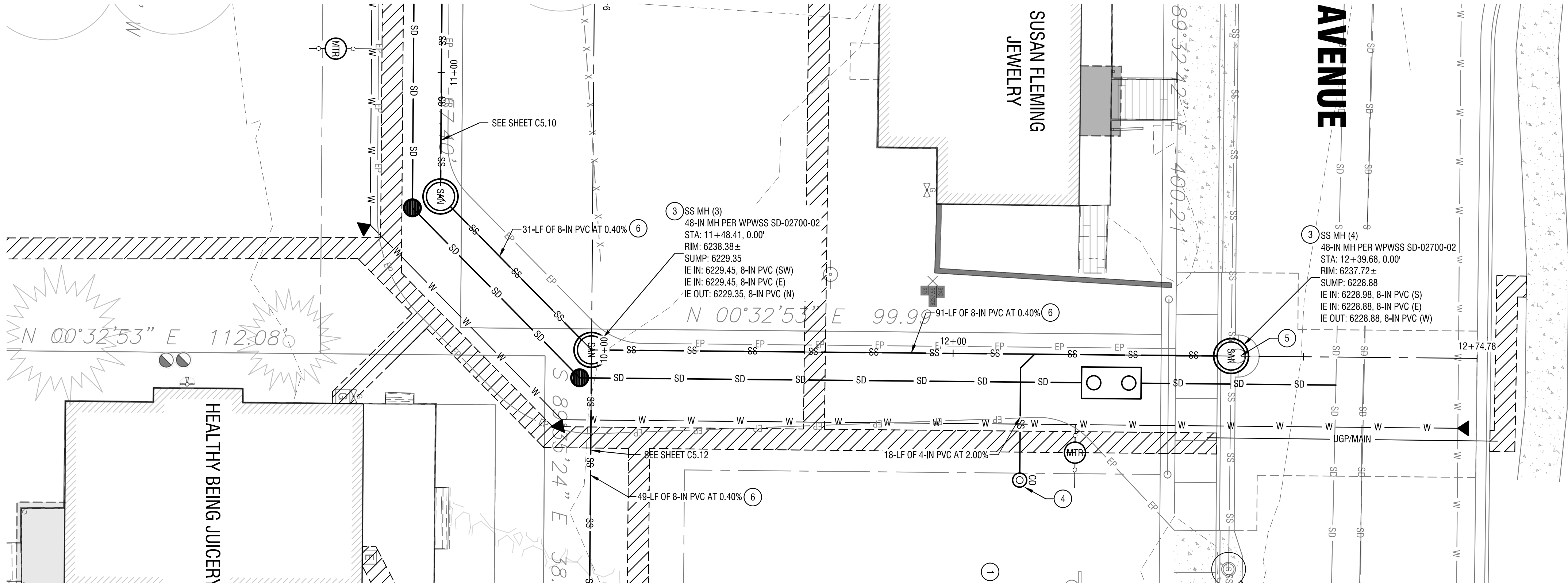
Revisions
1.



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Construction Documents
Sewer Plan & Profile -
Area 1

C5.10

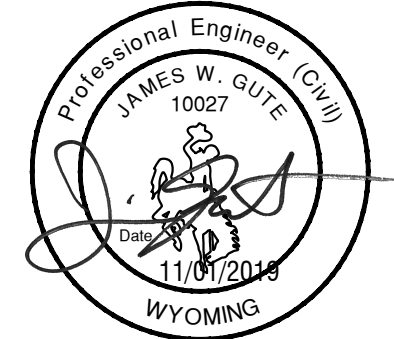


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 - E. SAND AND GREASE TRAP RIM ELEVATIONS REFERENCE RIM ON INLET SIDE FLUSH WITH ASPHALT. REFER TO SITE GRADING PLAN FOR ADDITIONAL RIM ELEVATIONS.
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 - 6. INSTALL 8-INCH SANITARY SEWER MAIN PIPING: ASTM D 3034 PVC, SDR-35.



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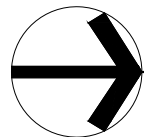
Revisions
1.



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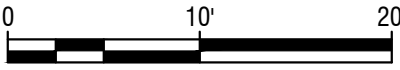
Construction Documents
Sewer Plan & Profile -
Area 2

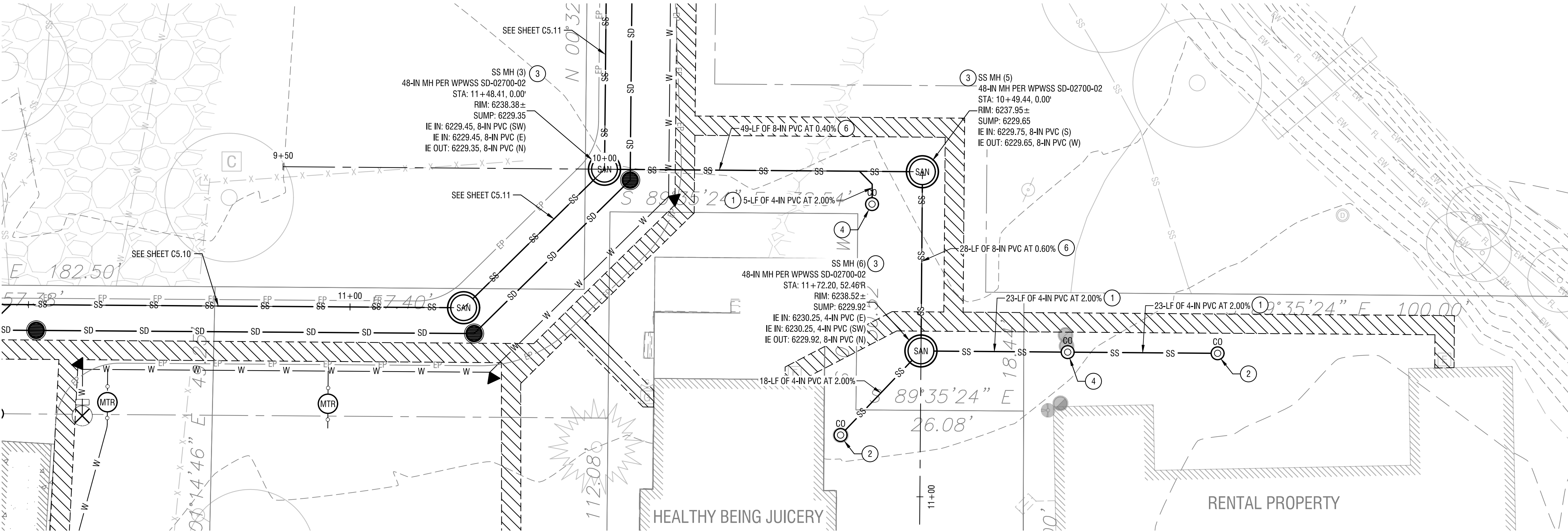
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Sewer Plan & Profile - Area 2

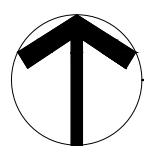
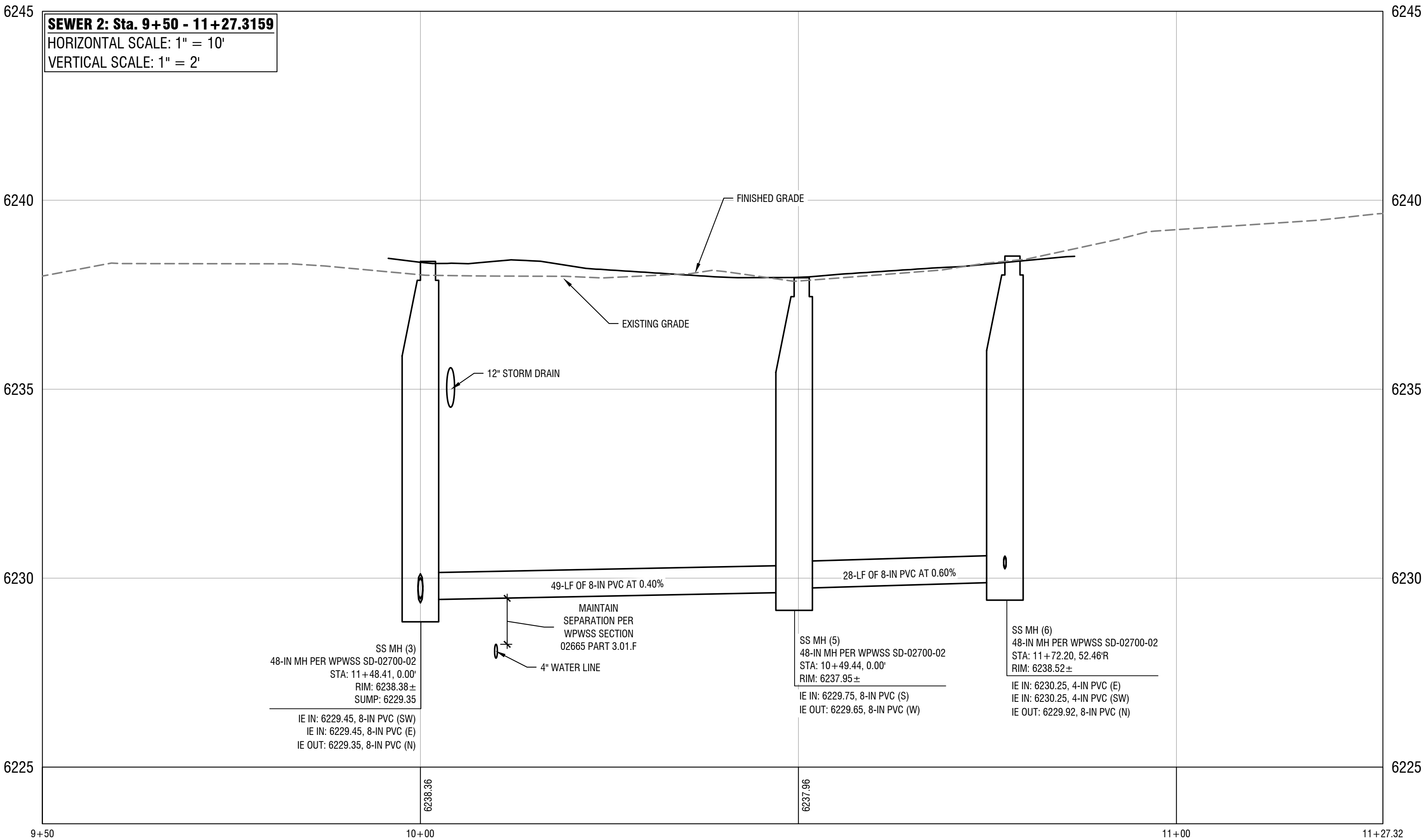
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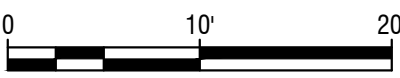
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Sewer Plan & Profile - Area 2A

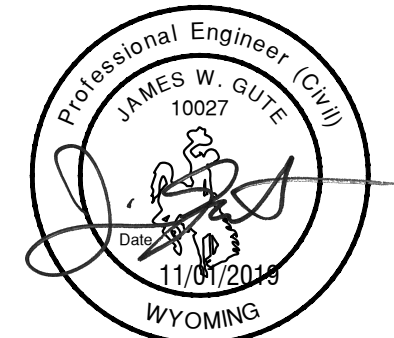
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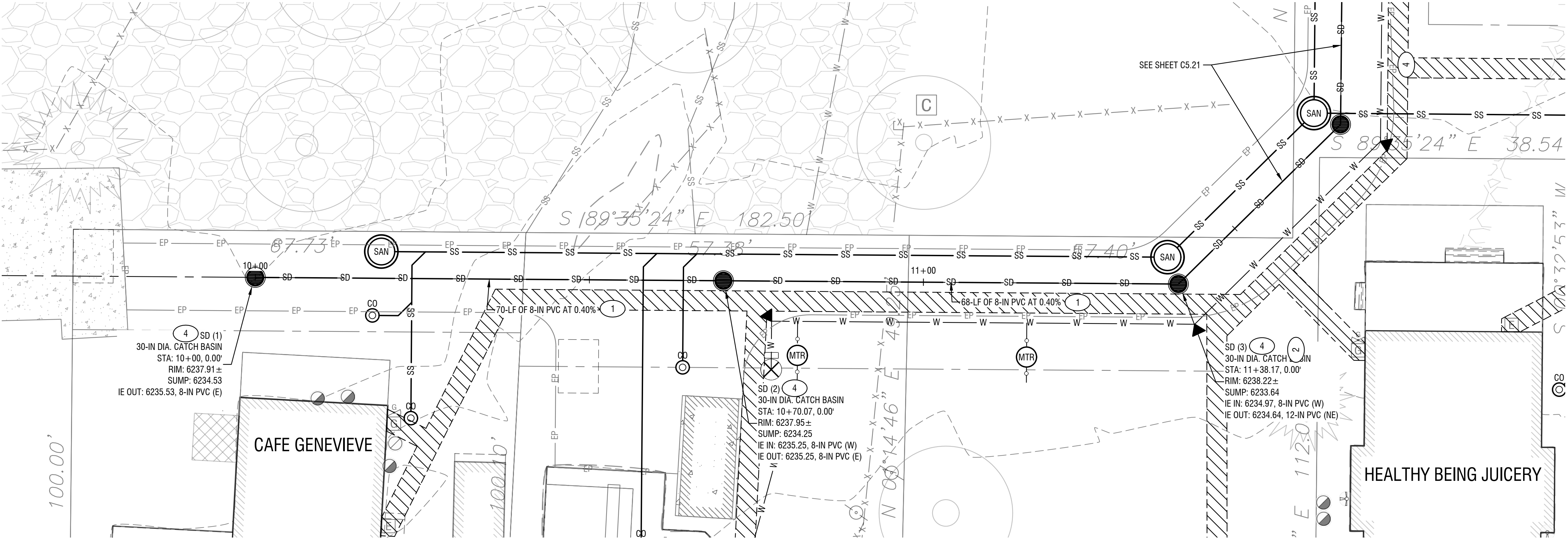
Revisions
1.



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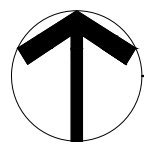
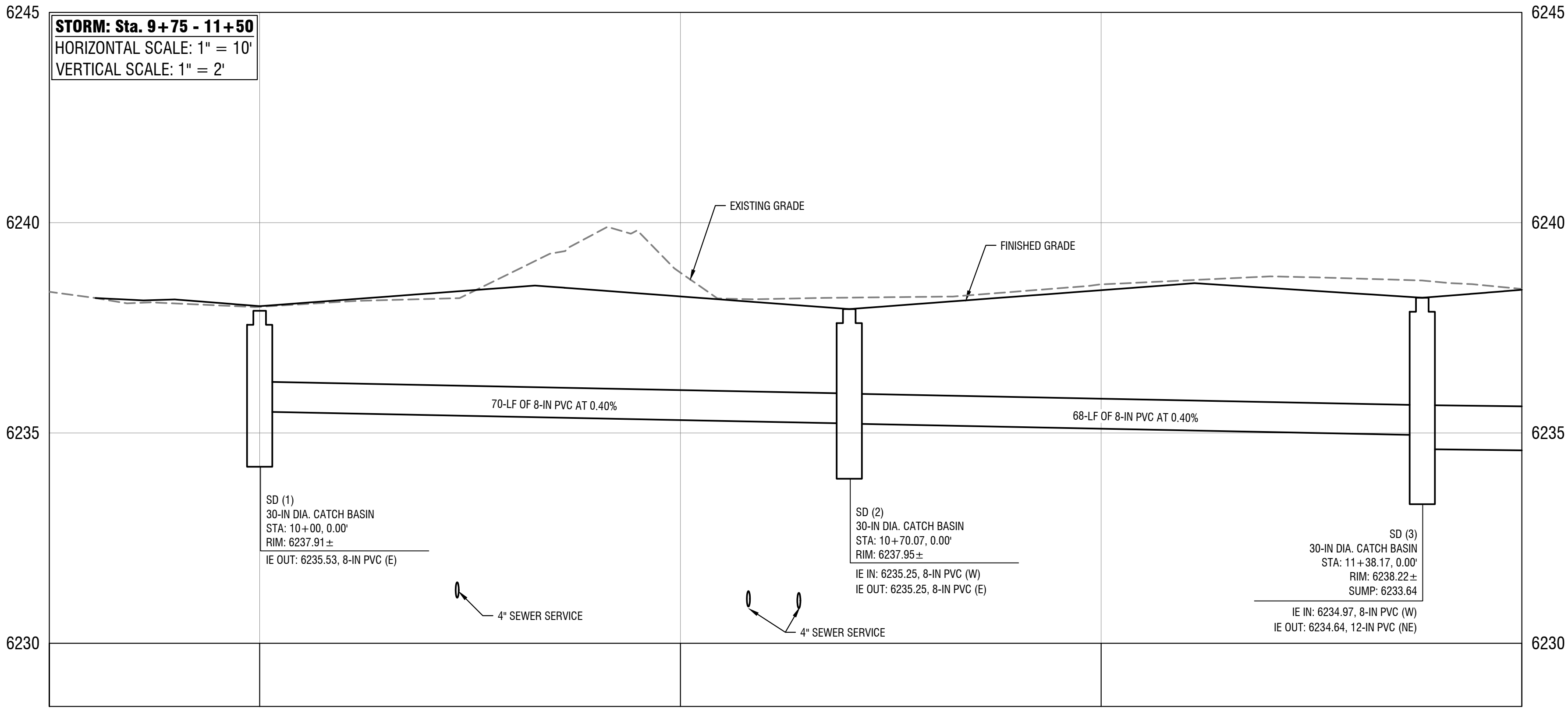
Construction Documents
Sewer Plan & Profile -
Area 2A

C5.12



- Sheet Notes:**
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 - 4. INSTALL 30-IN ROUND CATCH BASIN WITH GRATED, PEDESTRIAN-FRIENDLY LID, OLDCASTLE CB 140 OR APPROVED EQUAL.
 - 5. INSTALL 12" INSERTA-TEE CONNECTION TO EXISTING 48" STORM DRAIN. INSTALL PER MANUFACTURER'S REQUIREMENTS.



Storm Plan & Profile - Area 1

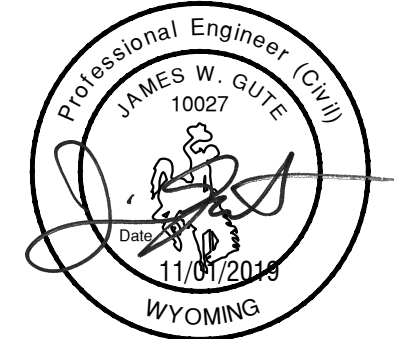
Horizontal Scale: 1" = 10'



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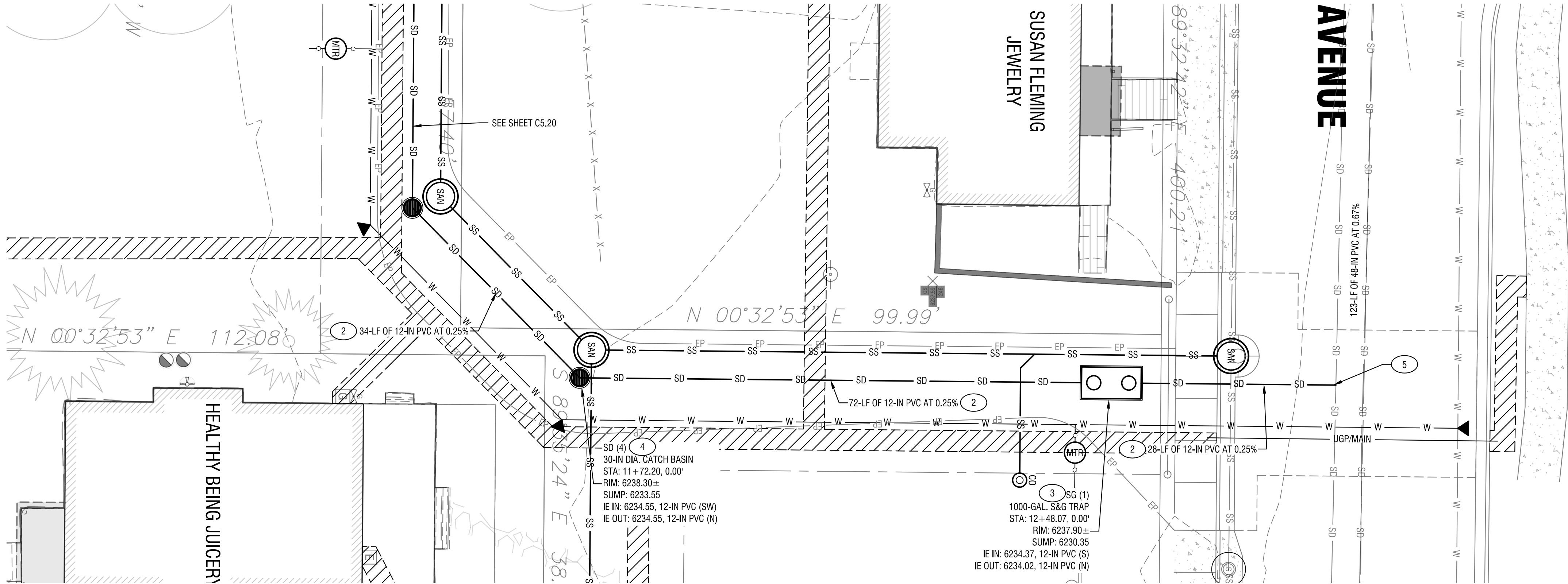
Revisions
1.



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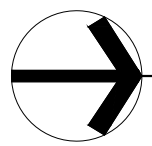
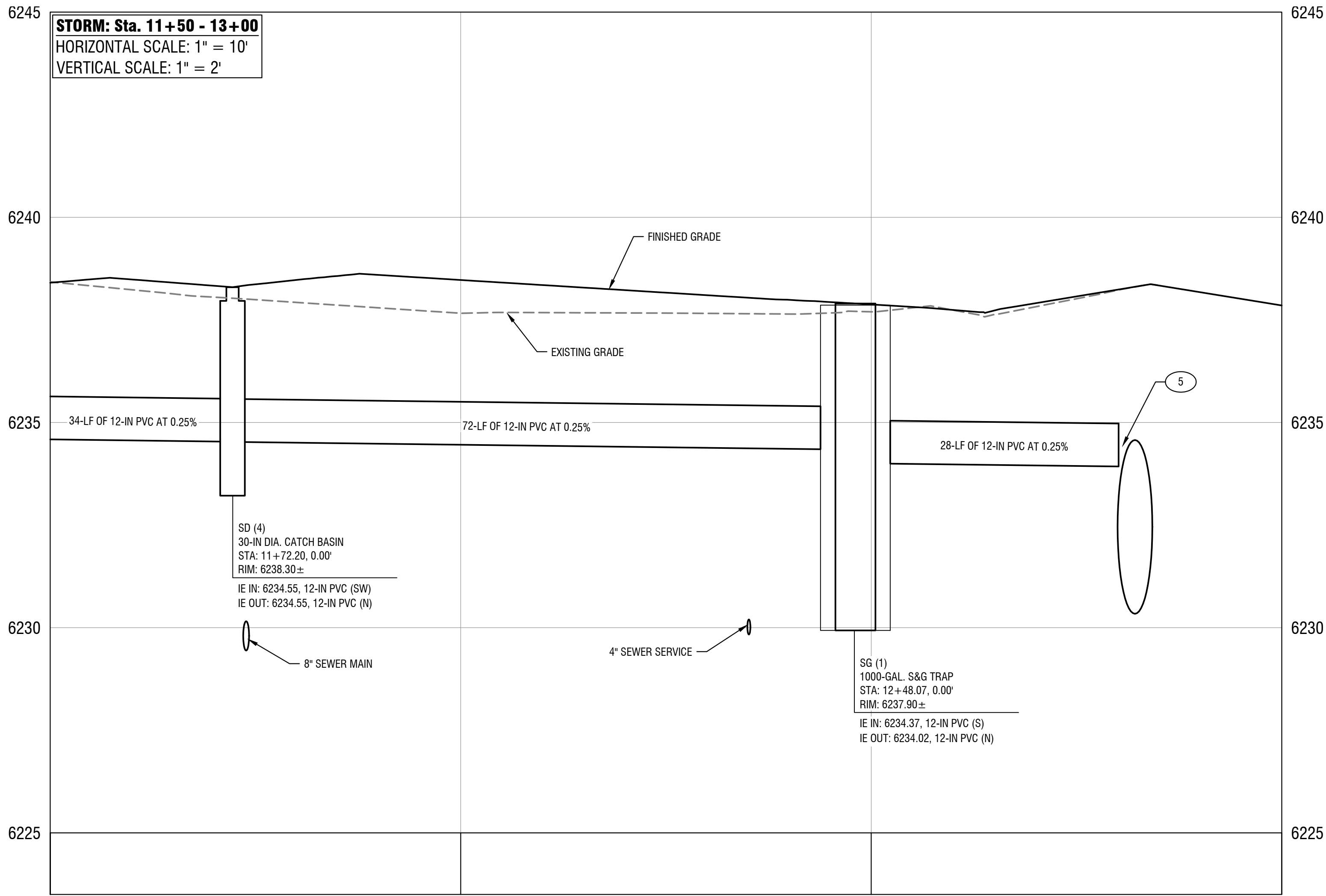
**Construction Documents
Storm Plan & Profile -
Area 1**

C5.20



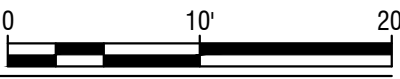
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Storm Plan & Profile - Area 2

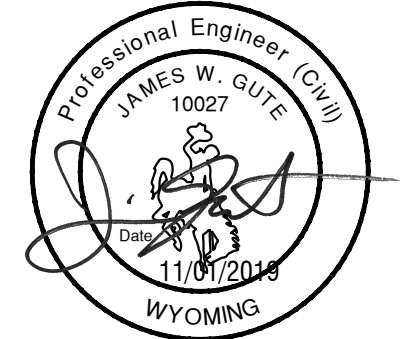
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**GENEVIEVE BLOCK
Cafe G. LLC**

EAST BROADWAY AVE.
Jackson, WY 83001

Revisions
1.



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**Construction Documents
Storm Plan & Profile -
Area 2**

C5.21



FIGURE 1: Proposed Cache Creek Tube Realignment phases. The red box and arrow call attention to the Phase 2B location.

OWNERSHIP AND ENCUMBRANCE REPORT

Issued To:

Levy Coleman Brodie LLP
1110 Maple Way, Suite 7
Jackson, WY 83001
(307)733-7057

Report No.: W-20934
Effective Date: September 13, 2019
Current Date: October 2, 2019
Cost: \$\$0.00

Project Reference: Café G, LLC

Property Address: 135 East Broadway Avenue, Jackson, WY 83001
175 East Broadway Avenue, Jackson, WY 83001

County: Teton

1. According to the last deed appearing of public record, title to the fee simple estate or interest in the land described or referred to in this Report at the effective date hereof appears to be vested in:

Cafe G, LLC, a Wyoming limited liability company

2. The land referred to in this Report is described as follows:

See Exhibit "A" Attached Hereto and Made a Part Hereof

Issued By:

WYOMING TITLE & ESCROW, INC.
Liz Jorgenson/Christina Feuz, Co-Managers
Phone: 307.732.2983

This Ownership and Encumbrance Report is not a Commitment for Title Insurance nor is it an Abstract of Title. This Ownership and Encumbrance Report is for informational purposes only, does not necessarily contain all defects, liens or encumbrances of record, and may not be relied upon as a representation of the record regarding the subject property, and no liability is assumed hereby. If it is desired that liability be assumed prior to the issuance of a policy of title insurance, a Binder or Commitment should be requested.

EXHIBIT "A"

LEGAL DESCRIPTION

PARCEL 1:

A portion of the SW¼ SW¼ of Section 27, T41N, R116W, 6th P.M., Teton County, Wyoming, described as follows:

Beginning at a point 494 feet east of the Section Corner common to Sections 27, 28, 33 and 34, T41N, R116W, 6th P.M., on the south line of said Section 27; thence northerly and at right angles to the south line of said Section 27, 200 feet; thence easterly and parallel to said Section line, 300 feet; thence southerly and at right angles to the said southerly Section line, 200 feet; thence westerly along said Section line 300 feet, to the Point of Beginning.

PARCEL 2:

That part of the SW¼SW¼, Section 27, T41N, R116W, 6th P.M., Teton County, Wyoming, being more particularly described as follows:

Beginning at a point on the section line eight hundred six and one half (806½) feet East of the Southwest corner of Section 27, Township 41 North, Range 116 West, 6th P.M., thence East along said section line, eighty seven and one half (87½) feet, thence North one hundred and fifty (150) feet, thence West eighty seven and one half (87½) feet, thence South one hundred and fifty (150) feet to the Point of Beginning; and

Beginning at a point on the section line seven hundred ninety four (794) feet East of the Southwest corner of Section 27, Township 41 North, Range 116 West, 6th P.M., thence East along said section line twelve and one half (12½) feet, thence north one hundred fifty (150) feet, thence West twelve and one half (12½) feet, thence South one hundred fifty (150) feet to the Point of Beginning; and

Beginning at a point which is 150 feet north of a point on the section line, 794 feet east of the southwest corner of Section 27, Township 41 North, Range 116 West, 6th P.M.,
thence east 100 feet,
thence north 50 feet,
thence west 100 feet,
thence south 50 feet to the Point of Beginning.

PIDN: 22-41-16-27-3-00-010, 22-41-16-27-3-00-009

ENCUMBRANCES WHICH AFFECT THE SUBJECT PROPERTY APPEAR TO BE (BUT ARE NOT NECESSARILY LIMITED TO) THE FOLLOWING:

1. Taxes, special and general, assessment districts and service areas for the year 2019. (Parcel 1)
Tax ID No.: OJ-001663
1st Installment: \$14,986.63 OPEN
2nd Installment: \$14,986.63 OPEN

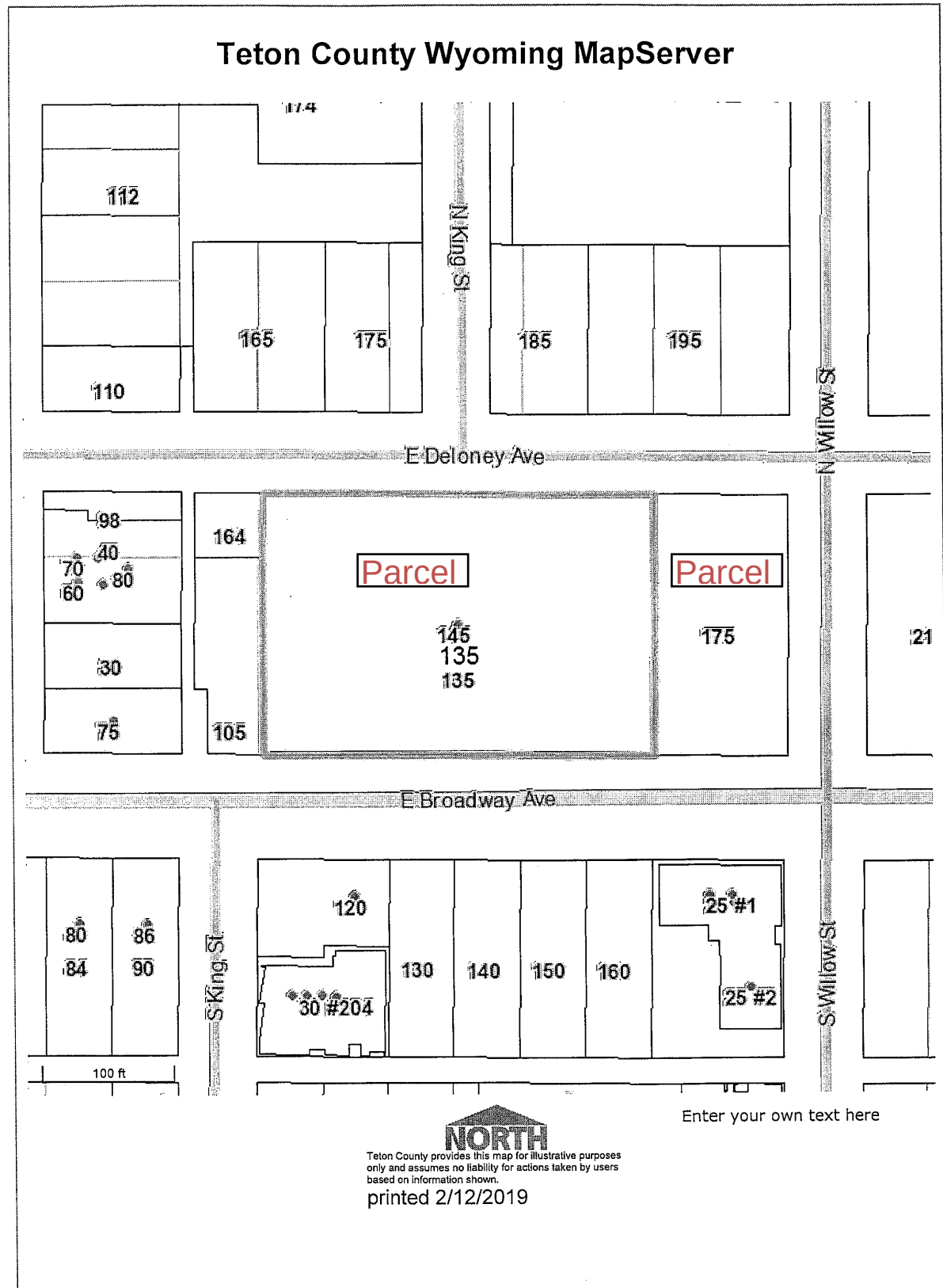
Note: First Installment is delinquent November 10. Second Installment is delinquent May 10.
2. Taxes, special and general, assessment districts and service areas for the year 2019. (Parcel 2)
Tax ID No.: OJ-001889
1st Installment: \$2,827.43 OPEN
2nd Installment: \$2,827.42 OPEN

Note: First Installment is delinquent November 10. Second Installment is delinquent May 10.
3. Agreement for Purchase of Power by and between Lower Valley Power and Light, Inc. and Abi Garaman, setting forth terms, recorded March 20, 1990, as (instrument) 0295486 (book) 222 (page) 536, Official Records. (Parcel 1)
[B222P536](#)
4. An easement over said land for electric distribution circuits and incidental purposes, as granted to Lower Valley Power and Light, Inc., recorded November 13, 1992, as (instrument) 0340619 (book) 261 (page) 165, Official Records. (Parcel 1)
[B261P165](#)
5. An easement over said land for electric distribution circuits and incidental purposes, as granted to Lower Valley Power and Light, Inc., recorded January 22, 1996, as (instrument) 0410678 (book) 315 (page) 378, Official Records. (Parcel 1)
[B315P378](#)
6. Matters Disclosed by Record of Survey recorded March 26, 2019, as (instrument) Map T-20K, Official Records.
[Map T-20K](#)
7. Unrecorded leaseholds, if any, rights of parties in possession other than the vestee(s) herein, rights of secured parties under financing statements as to personal property located on the premises herein and the rights of tenants to remove trade fixtures.
8. Any lien, or right to a lien, for services, labor or material heretofore or hereafter furnished, imposed by law and not shown by the public records, relating specifically to activity on the Cafe Genevieve restaurant building site.
9. Encroachments as disclosed by Improvement Location Survey Prepared for Cafe G, LLC, dated May 31, 2019, Project No. 19035, Y2 Consultants, including the following:
 - a. 1.3 foot stairway encroachment from the west by the Soleil Holding Company, LLC parcel;
 - b. 0.8 building eave encroachment from the west by the Foam Capital, LLC building;
 - c. Eave, deck and wooden walkway encroachments onto public rights of way;

- d. Building encroachments onto utility easement recorded as Document No. 0410678;
- e. Building encroachment onto utility easement recorded as Document No. 0340619

- 10. Encroachment Agreement by and between Foam Capital, LLC, a Wyoming limited liability company and Deloney Street, LLC, a Wyoming limited liability company, setting forth terms, recorded August 16, 2019, as (instrument) 0975460, Official Records. (Parcel 1)
[Doc 0975460](#)
- 11. Encroachment Agreement by and between Soleil Holding Company, LLC, a Wyoming limited liability company and Deloney Street, LLC, a Wyoming limited liability company, setting forth terms, recorded August 16, 2019, as (instrument) 0975461, Official Records. (Parcel 1)
[Doc 0975461](#)
- 12. An easement upon the terms, conditions and provisions contained therein for the purpose shown below and rights incidental thereto as granted to the Jackson Hole Land Trust, a Wyoming non-profit corporation, in a document recorded August 16, 2019, as (instrument) 0975464, Official Records:
Purpose: Conservation and Greenspace Easement
[Doc 0975464](#)

***** End of Encumbrances *****



Café G, LLC
a Wyoming limited liability company
PO Box 7372 Jackson, Wyoming 83002

October 11, 2019

Via Personal Delivery

Mayor Pete Muldoon, Jackson Town Council
c/o Mr. Paul Anthony, Planning Director
Town of Jackson Planning & Building Department
PO Box 1687
150 E Pearl Avenue
Jackson, WY 83001

Re: Fee Waiver Request – DEV and S/D Permits

Dear Mr. Mayor and Town Councilors,

Café G, LLC, a Wyoming limited liability company, is the applicant under a forthcoming DEV application for the development and ultimate subdivision of the property commonly known as the "Genevieve Block." As you are aware, the Genevieve Block project has been a collaboration of community members, charitable organizations, business operators in the historic buildings on the Block, Town planning staff, the Mayor and the Town Council. We worked tirelessly to put together this project in a manner that was reasonably feasible for the long-term conservation and limited development of the Genevieve Block property. It is with that collaborative spirit in mind that we respectfully request waiver of the various planning and processing fees that would otherwise be applicable as we complete this process (DEV, S/D, GEC, etc.). We believe this project qualifies as "a project that provides extraordinary charitable, civic, educational or similar benefits to the community." Any assistance the Town Council would consider as we proceed will be greatly appreciated.

For your reference, in our previous May 2019 applications for a pre-application request and re-zone of the Genevieve Block, we paid fees in the amount of Three Hundred Dollars (\$300.00) and One Thousand Five Hundred Dollars (\$1,500.00), respectively. We are not requesting a refund of these fees, just a waiver of future fees for the project.

Sincerely Yours,

/s/ Robbin Levy Mommsen
Manager, Café G, LLC



TOWN OF JACKSON TOWN COUNCIL AGENDA DOCUMENTATION

PREPARATION DATE: JANUARY 30, 2019
MEETING DATE: FEBRUARY 03, 2019

SUBMITTING DEPARTMENT: PLANNING
DEPARTMENT DIRECTOR: TYLER SINCLAIR
PRESENTER: BRENDAN CONBOY

SUBJECT: **ITEM P19-250:** REQUEST FOR A WAIVER OF REVIEW FEES ASSOCIATED WITH A DEVELOPMENT PLAN AND FUTURE APPLICATIONS FOR A SIX LOT SUBDIVISION AT 135 AND 175 EAST BROADWAY AVENUE

APPLICANT: CIRQUE CONSULTING, LLC / GEORGE PUTMAN
OWNER: CAFÉ G, LLC

STATEMENT/PURPOSE

The applicant has requested a fee waiver for the development review fees associated with an application for Development Plan for a six lot subdivision as well as fees for future associated applications with the project such as a Subdivision Plat and Grading and Erosion Control permit. The applicant has submitted this request pursuant to Ordinance 939 of the Town of Jackson and Municipal Code section 15.04.090.

The requested fee waiver would apply to a property located at 135 and 175 East Broadway Avenue.

BACKGROUND/ALTERNATIVES

Pursuant to Ordinance 939 the Town Council may reduce, defer or waive application fees upon the request of an applicant if the proposed project advances significant community goals, which include, but are not limited to the following:

1. *A project that is sponsored by a governmental entity or a project that receives public funding.*
2. *A project that provides extraordinary charitable, civic, educational, or similar benefits to the community.*

Should Town Council make the determination that this proposal advances significant community goals as described above, a motion has been provided below for the waiver of the fees.

The proposed project is to subdivide the Genevieve Block into six separate lots of record. The applicant has placed a Conservation Easement over a portion of the property which protects the existing greenspace on the block and restricts development potential to the historic structures on site. The project is a collaboration of community members, business owners, and Town staff, and has garnered significant public support both financially and otherwise.

ATTACHMENT

Fee waiver request from applicant

FISCAL IMPACT

The approval of a fee waiver for this development review would result in the Town not receiving an estimated \$3,650.00 (\$2,500 Development Plan; \$1,000 Subdivision Plat; \$150 Grading and Erosion Control permit). The Town will still charge the applicant for technical review fees charged by third parties for the Subdivision Plat, i.e. Title review and Surveyor reviews. Future applications for development on the subdivided lots are not exempt from application fees under this request.

STAFF IMPACT

None identified.

LEGAL REVIEW

Not applicable.

RECOMMENDATION

No recommendation has been provided by the Planning Director given the nature of this request. Please note that the Council has the option to reduce, defer or waive such application fees if desired.

SUGGESTED MOTION

I move to **approve** a request to waive the estimated \$4,650.00 fee for Café G, LLC, for the development review fees for a Development Plan, Subdivision Plat, and Grading and Erosion Control Permit for a six lot subdivision at 135 and 175 East Broadway Avenue.

Café G, LLC
a Wyoming limited liability company
PO Box 7372 Jackson, Wyoming 83002

October 11, 2019

Via Personal Delivery

Mayor Pete Muldoon, Jackson Town Council
c/o Mr. Paul Anthony, Planning Director
Town of Jackson Planning & Building Department
PO Box 1687
150 E Pearl Avenue
Jackson, WY 83001

Re: Fee Waiver Request – DEV and S/D Permits

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Café G, LLC, a Wyoming limited liability company, is the applicant under a forthcoming DEV application for the development and ultimate subdivision of the property commonly known as the “Genevieve Block.” As you are aware, the Genevieve Block project has been a collaboration of community members, charitable organizations, business operators in the historic buildings on the Block, Town planning staff, the Mayor and the Town Council. We worked tirelessly to put together this project in a manner that was reasonably feasible for the long-term conservation and limited development of the Genevieve Block property. It is with that collaborative spirit in mind that we respectfully request waiver of the various planning and processing fees that would otherwise be applicable as we complete this process (DEV, S/D, GEC, etc.). We believe this project qualifies as “a project that provides extraordinary charitable, civic, educational or similar benefits to the community.” Any assistance the Town Council would consider as we proceed will be greatly appreciated.

For your reference, in our previous May 2019 applications for a pre-application request and re-zone of the Genevieve Block, we paid fees in the amount of Three Hundred Dollars (\$300.00) and One Thousand Five Hundred Dollars (\$1,500.00), respectively. We are not requesting a refund of these fees, just a waiver of future fees for the project.

Sincerely Yours,

/s/ Robbin Levy Mommsen
Manager, Café G, LLC



TOWN OF JACKSON

TOWN COUNCIL

AGENDA DOCUMENTATION

SUBMITTING DEPARTMENT: Finance
MEETING DATE: February 3, 2020

PRESENTER: Kelly Thompson, Finance Director

SUBJECT: Amendment #2 to Fiscal Year 2020 Budget

STATEMENT/PURPOSE

A resolution adopting amendments to the Town of Jackson's fiscal year 2020 budget.

BACKGROUND/ALTERNATIVES

The attached resolution proposes modifications to the Town's current FY 2020 budget. The resolution represents the 2020 amended budget divided into budget divisions (Mayor & Council, Municipal Judge, Town Attorney, etc.). Significant items include budget amendment of \$1,250,000 175 N King St. Housing Trust Contribution, \$146,160 Melody Ranch Roof Repair, and \$38,680 employee housing.

COMPREHENSIVE PLAN ALIGNMENT

The annual adoption of the fiscal year budget, and subsequent amendments, are critical to the Town's ability to accomplish its purpose and mission. The budget is a vehicle for the Council to address Common Values and give staff resources to provide core services.

Common Value #3 - Quality of Life, Section 8. Quality Community Service Provision

- Principle 8.1 - Maintain current, coordinated service delivery
 - Policy 8.1.e: Budget for service delivery
- Principle 8.2 - Coordinate the provision of infrastructure and facilities needed for service delivery
 - Policy 8.1.S.1: Use budgeting to affirm desired service levels from government service providers that address all policies of Principle 8.1.

FISCAL IMPACT

The proposed budget adjustments in the attached resolution include only the updates where current division estimates vary significantly from current budget. The proposed budget adjustments do not address small and relatively immaterial variances between expectations and budget.

STAFF IMPACT

The staff impact of the Council's adoption of this amendment is positive, in that it will allow staff to continue with the work programs requested by Council during the formulation of the budget.

LEGAL REVIEW

N/A

ATTACHMENTS

- Resolution 20-01 adopting amendments to the Fiscal Year 2020 Budget.
- Exhibit A – Schedule of Increases/Decreases.

RECOMMENDATION

Staff recommends that the Mayor & Council approve the attached resolution.

SUGGESTED MOTION

I move to approve the resolution adopting amendments to the fiscal year 2020 budget.

RESOLUTION 20-01

A RESOLUTION ADOPTING AMENDMENTS TO THE FISCAL YEAR 2020 BUDGET OF THE TOWN OF JACKSON.

WHEREAS, pursuant to Wyoming Statutes, the governing body of the Town of Jackson is empowered to control the finances of the Town including adopting and amending the annual budget; and

WHEREAS, the specific statutory requirements for budgeting procedures are stipulated in the Uniform Municipal Fiscal Procedures Act (W.S. 16-4-101 through 16-4-124); and

NOW THEREFORE BE IT RESOLVED by the Town Council of the Town of Jackson that the fiscal year 2020 budget is hereby amended as follows:

EXPENDITURES AND OTHER USES	Approved Budget	Increase (Decrease)	Amended Budget
Mayor & Town Council	408,496	14,342	422,838
Town Attorney	502,300	-	502,300
Municipal Judge	259,861	-	259,861
Administration	672,241	-	672,241
Town Clerk & Personnel	680,533	-	680,533
Finance	614,379	-	614,379
Information Technology	542,266	-	542,266
Planning	920,144	-	920,144
Town-Wide Services	253,133	-	253,133
Town Hall Building	236,660	-	236,660
PD Administration	591,838	-	591,838
PD Investigation	426,576	-	426,576
PD Patrol	3,310,782	-	3,310,782
PD Community Service	581,540	-	581,540
PD Special Operations	21,924	-	21,924
Victim Services	304,609	-	304,609
Animal Shelter/Control	270,876	-	270,876
Building Inspections	392,068	-	392,068
Public Works Administration	348,563	-	348,563
Streets	1,875,220	-	1,875,220
Engineering	624,540	-	624,540
Public Works Yard Operations	227,369	-	227,369
Public Garage Operations	48,015	-	48,015
Cemetery	18,875	-	18,875
Social Services	839,583	-	839,583
Sports and Events Center	153,795	-	153,795
Public Amenities	69,916	-	69,916
Community Initiatives	300,941	-	300,941
County-Budgeted Joint Programs	3,951,375	-	3,951,375
Transfers Out	5,372,775	-	5,372,775
Total General Fund	24,821,193	14,342	24,835,535
Affordable Housing	1,293,326	396,160	1,689,486
Total Affordable Housing Fund	1,293,326	396,160	1,689,486
Parking Exactions Fund	-	-	-
Total Parking Exactions Fund	-	-	-
Parks Exactions	-	-	-
Total Park Exactions	-	-	-
Employee Housing Fund	376,153	38,680	414,833
Total Employee Housing Fund	376,153	38,680	414,833
Animal Care Fund	20,000	-	20,000
Transfers Out	50,000	-	50,000
Total Animal Care Fund	70,000	-	70,000
Lodging Tax Fund	-	-	-
Transfers Out	872,620	-	872,620
Total Lodging Tax Fund	872,620	-	872,620
Vertical Harvest Fund	-	-	-
Transfers Out	24,693	-	24,693
Total Vertical Harvest Fund	24,693	-	24,693
Snow King-Snow Making Fund	-	-	-
Transfers Out	48,822	-	48,822
Total Snow King-Snow Making Fund	48,822	-	48,822

EXPENDITURES AND OTHER USES	Approved Budget	Increase (Decrease)	Amended Budget
START Administration	857,285	-	857,285
START Operations	4,445,518	-	4,445,518
START Capital	6,720,000	-	6,720,000
START Transfers	-	-	-
START Indirect Cost Allocations	101,230	-	101,230
Total START Fund Expenditures	12,124,033	-	12,124,033
Capital Outlay	6,559,872	-	6,559,872
Transfers Out	1,150,000	-	1,150,000
Total Capital Projects Fund	7,709,872	-	7,709,872
Capital Outlay	90,000	-	90,000
Total 2006 SPET	90,000	-	90,000
Capital Outlay	532,292	49,495	581,787
Total 2010 SPET	532,292	49,495	581,787
Capital Outlay	1,070,000	-	1,070,000
Total 2014 SPET	1,070,000	-	1,070,000
Capital Outlay	220,000	-	220,000
Transfers Out	1,583,804	-	1,583,804
Total 2016 SPET	1,803,804	-	1,803,804
Capital Outlay	435,000	-	435,000
Total 2017 SPET	435,000	-	435,000
Water Maintenance & Operation	982,982	-	982,982
Water Wells	307,118	-	307,118
Water Billing & Accounting	176,085	-	176,085
Water Capital Outlay & Improvements	664,219	-	664,219
Water Debt Service	108,220	-	108,220
Water Transfers Out	626,362	-	626,362
Sewage Plant Operations	1,042,350	-	1,042,350
Sewage Maint. & Operations	349,184	-	349,184
Sewage Billing & Accounting	171,630	-	171,630
Sewage Capital Outlay & Improvements	949,844	9,826	959,670
Sewage Transfers Out	626,362	-	626,362
Total Enterprise Funds	6,004,356	9,826	6,014,182
Employee Insurance	2,493,944	-	2,493,944
Total Insurance Fund	2,493,944	-	2,493,944
Fleet Expenditures	2,344,498	-	2,344,498
Total Fleet Management Fund	2,344,498	-	2,344,498
Central Equipment Expenses	817,500	-	817,500
Total Central Equipment Fund	817,500	-	817,500
IT Services	1,049,214	-	1,049,214
Total IT Service Fund	1,049,214	-	1,049,214
REVENUES AND OTHER SOURCES	Approved Budget	Increase (Decrease)	Amended Budget
Taxes	8,208,313	-	8,208,313
Licenses & Permits	1,040,192	-	1,040,192
Intergovernmental Revenue	10,961,520	-	10,961,520
Charges for Services	659,406	-	659,406
Fines & Forfeitures	530,000	-	530,000
Miscellaneous Revenue	482,166	-	482,166
Transfers In	2,961,273	-	2,961,273
Total General Fund	24,842,870	-	24,842,870
Licenses & Permits	150,000	-	150,000
Miscellaneous Revenue	17,000	-	17,000
Transfers In	1,293,326	-	1,293,326
Total Affordable Housing Fund	1,460,326	-	1,460,326
Licenses & Permits	51,000	-	51,000
Miscellaneous Revenue	2,300	-	2,300
Transfers In	600,000	-	600,000
Total Parking Exactions	653,300	-	653,300
Licenses & Permits	10,000	-	10,000
Miscellaneous Revenue	2,500	-	2,500
Total Park Exactions	12,500	-	12,500

REVENUES AND OTHER SOURCES	Approved Budget	Increase (Decrease)	Amended Budget
Miscellaneous Revenue	369,615	32,369	401,984
Transfers In	338,676	-	338,676
Total Employee Housing Fund	708,291	32,369	740,660
Miscellaneous Revenue	60,200	-	60,200
Total Animal Care Fund	60,200	-	60,200
Taxes	871,120	-	871,120
Miscellaneous Revenue	1,500	-	1,500
Total Lodging Tax Fund	872,620		872,620
Contributions & Donations	-	-	-
Total Vertical Harvest Fund	-	-	-
Contributions & Donations	-	-	-
Total Snow King Snow Making Fund	-	-	-
Intergovernmental Revenue	9,333,407	-	9,333,407
Charges for Services	1,380,821	-	1,380,821
Miscellaneous Revenue	13,000	-	13,000
Transfers In	1,144,131	-	1,144,131
Total START Fund Revenues	11,871,359	-	11,871,359
Intergovernmental	1,331,738	-	1,331,738
Miscellaneous Revenue	220,508	-	220,508
Transfers In	3,569,262	-	3,569,262
Total Capital Projects Fund	5,121,508	-	5,121,508
Miscellaneous Revenue	5,600	-	5,600
Total 2006 SPET	5,600		5,600
Intergovernmental	-	40,915	40,915
Miscellaneous Revenue	6,000	-	6,000
Total 2010 SPET	6,000	40,915	46,915
Miscellaneous	39,300	-	39,300
Total 2014 SPET	39,300		39,300
Miscellaneous	5,400	-	5,400
Total 2016 SPET	5,400	-	5,400
Taxes	1,500,000	-	1,500,000
Miscellaneous	8,700	-	8,700
Total 2017 SPET	1,508,700	-	1,508,700
Water Intergovernmental	-	-	-
Water Charges for Services	2,504,438	-	2,504,438
Water Miscellaneous	93,160	-	93,160
Water Transfers In	75,000	-	75,000
Sewage Intergovernmental	-	-	-
Sewage Charges for Services	2,632,834	-	2,632,834
Sewage Miscellaneous	79,360	-	79,360
Sewage Transfers In	75,000	-	75,000
Total Enterprise Funds	5,459,792	-	5,459,792
Charges for Services	2,661,930	-	2,661,930
Miscellaneous Revenue	44,700	-	44,700
Total Employee Insurance Fund	2,706,630	-	2,706,630
Charges for Services	2,258,481	-	2,258,481
Miscellaneous Revenue	600	-	600
Total Fleet Management Fund	2,259,081	-	2,259,081
Charges for Services	566,400	-	566,400
Miscellaneous Revenue	25,700	-	25,700
Transfers In	-	-	-
Total Central Equipment Fund	592,100	-	592,100
Charges for Services	795,614	-	795,614
Miscellaneous Revenue	1,000	-	1,000
Transfers In	400,000	-	400,000
Total IT Service Fund	1,196,614	-	1,196,614

CHANGE OF FUND BALANCE	Approved Budget	Increase (Decrease)	Amended Budget
General Fund	21,677	(14,342)	7,335
Affordable Housing	167,000	(396,160)	(229,160)
Parking Exactions Fund	653,300	-	653,300
Park Exactions Fund	12,500	-	12,500
Employee Housing Fund	332,138	(6,311)	325,827
Vertical Harvest Fund	(24,693)	-	(24,693)
Snow Making Fund	(48,822)	-	(48,822)
Animal Care Fund	(9,800)	-	(9,800)
Lodging Tax Fund	-	-	-
Start Fund	(252,674)	-	(252,674)
Capital Projects	(2,588,364)	-	(2,588,364)
2006 SPET	(84,400)	-	(84,400)
2010 SPET	(526,292)	(8,580)	(534,872)
2014 SPET	(1,030,700)	-	(1,030,700)
2016 SPET	(1,798,404)	-	(1,798,404)
2017 SPET	1,073,700	-	1,073,700
Enterprise Funds	(544,564)	(9,826)	(554,390)
Employee Insurance Fund	212,686	-	212,686
Fleet Management Fund	(85,417)	-	(85,417)
Central Equipment Fund	(225,400)	-	(225,400)
IT Services Fund	147,400	-	147,400

PASSED, APPROVED, & ADOPTED this 3th day of February , 2020

Town of Jackson

By:

Pete Muldoon
Mayor

ATTEST:

By:

Sandy Birdyshaw
Town Clerk

Exhibit A -Schedule of Increases\Decreases**General Fund Expenditures and Other Uses****Mayor & Council**

Litigation	14,342	Liquor License
Total General Fund	14,342	

Special Revenue Fund Expenditures and Other Uses**Affordable Housing Fund**

Housing Supply Plan	250,000	174 N King St., Housing Trust Contribution approved at 12/11/2019 JIM
Housing Supply Plan	146,160	Melody Ranch Roof Repair approved at 10/7/2019 JIM

Employee Housing Fund

Elk Antler Lodge	38,680	Employee Housing discussed at 9/3/2019 Council Meeting
Total Special Revenue Fund	434,840	

Capital Project Fund Expenditures and Other Uses**2010 SPET Fund**

Install Old TH PV Sys at PW	8,580	2018 invoice
Energy Efficiency Projects	40,915	Energy Program Mitigation Matching Funds
Total Capital Projects Fund	49,495	

Sewer Fund Expenditures and Other Uses**Capital Outlay**

Spring Gulch Lift Station	9,826	2018 invoice
Total Sewage Fund	9,826	

Total Expenditures and Other Uses 508,503**Special Revenue Fund****Employee Housing Fund**

Elk Antler Lodge	32,369	Employee Housing discussed at 9/3/2019 Council Meeting
Total Special Revenue Fund	32,369	

Capital Project Revenues and Other Sources**2010 SPET Fund**

Teton County EMP Funds	40,915	Energy Program Mitigation Matching Funds
Total Capital Projects Fund	40,915	

Total Revenues and Other Sources 73,284



TOWN OF JACKSON

AGENDA DOCUMENTATION

SUBMITTING DEPARTMENT: Town Clerk

PRESENTER: Sandy Birdyshaw

MEETING DATE: February 3, 2020

SUBJECT: 1st Reading Ordinance L – Updating Municipal Code Title 6 Liquor Licenses and Permits

STATEMENT/PURPOSE

The Town Council authorizes any changes to the Municipal Code including those related to alcohol regulations.

BACKGROUND/ALTERNATIVES

During 2019, the Town Council held four workshops to discuss proposed changes and updates to Title 6. At the last workshop on October 21st, the Town Council directed staff to incorporate the direction that had been given by Council at all the workshops and to bring back a draft ordinance. That draft ordinance passed first reading on November 4, 2019.

Second reading was scheduled for January 6, 2020. During the meeting, new revisions were discussed and staff was directed to incorporate those changes and bring back a new draft ordinance for first reading.

During this time, we received the legal analysis of the Jackson Municipal Code performed by MuniCode and staff incorporated practical revisions into this new draft. MuniCode's revisions are shown in **green** font and correct inconsistencies when referring to Wyoming Statutes and removes duplicative language found elsewhere in the Municipal Code or Wyoming Statutes. These revisions would have come to the Council later this year; however since Title 6 is under review and the revisions are not major in nature, staff suggests incorporating them now.

This draft ordinance presented on February 3rd includes revisions discussed by Council in the January 6th meeting and the MuniCode recommendations. Revisions are summarized below into two groups, first being questions for the Council and then revisions made per direction and practical MuniCode changes.

3 Questions for Council direction on February 3:

1. 6.20.010 Affidavit of Authorization and Understanding. Strike the last sentence in A.

"All persons filing applications for new licenses and permits, renewals for the same, or for transfer of ownership or location, unless otherwise noted in this Title, shall submit a signed Affidavit of Authorization and Understanding form as provided by the Town Clerk. ~~By signing the form all persons filing applications agree to a background check conducted by the Chief of Police or designee.~~"

In the past the Police Department has conducted background checks of the person(s) signing the liquor license application. The Municipal Code does not provide a list of what the background check should include nor what disqualifies a person. The liquor license application includes two questions for applicants "*Have you been convicted of a Felony Violation?*" and "*Have you been convicted of a violation relating to Alcoholic Liquor or Malt Beverages?*" With these two questions being on the State's application, Council could either strike the sentence shown above in ~~striketrough~~, or direct staff to determine a standard query for the Police Department to use when conducting background checks. If so directed, staff would conduct a review and bring back to the Town Council a recommendation for a standard query for the Police Department to use when conducting background checks, including what would be a disqualification.

2. 6.60.020 Grounds for Suspension and/or Revocation. Section A revised and #5 revised.

Discussion on January 6th did not conclude with clear direction. Staff recommends the following language for consideration which gives the Council leeway to decide whether or not to suspend, but then outlines how long and when the suspension would be carried out.

“A. The following actions are grounds for the Town Council to consider suspending a liquor license and/or for the Town Council to initiate revocation proceedings. Revocation proceedings will be in accordance with Wyo. Stat. Ann. title 12-7-201.”

Cliff note version:

Grounds #1 and #2 address failing compliance checks three and five times. The first two failures are handled at the staff level between the Police Department, Licensee, and Clerk’s office.

Grounds #3 addresses false statements or documents in the application packet. Staff would conduct an investigation and establish findings before this would be escalated to the Town Council.

Grounds #4 addresses failing to report excessive drinking or disorderly conduct incidents. Staff would conduct an investigation and establish findings before this would be escalated to the Town Council.

Grounds #5 addresses all other significant violations. These violations would be investigated by staff and findings established before being brought to Council’s attention. The suspension period was revised to be *up to* thirty days as directed on January 6th. Please note that staff does attempt to correct situations directly with licensees, so minor infractions that are easily corrected would not brought to Council.

The Council would determine the number of days for a suspension made for Grounds #5. This was changed from being a firm thirty days to being *up to* thirty days at Council’s direction on January 6.

“5. Three (3) or more substantiated violations of any other provision of Wyo. Stat. Ann. title 12 or the Jackson Municipal Code not identified in this section in any twelve (12) month period. The suspension will be carried out within the current liquor license year and be up to thirty (30) consecutive calendar days, and/or the Town Council may initiate revocation proceedings.”

3. 6.90.020 Compliance Check Failures. Strike A.1. and B.1. and replace.

Discussed January 6th, staff requested to remove the sentence referenced as #1 in sections A. and B. because the Police Department will have a record of successful completion since they will be hosting the training. The sentence read: ~~“The Licensee must provide the Jackson Police Department with the certificates of successful completion within one (1) week of completing the training.”~~

Staff recommends replacing the sentence with a communication requirement from the Police Department to the establishment when compliance checks are failed. New sentence: “A representative of the Jackson Police Department will contact the management at the establishment that failed the compliance check to advise them of this requirement as soon as practical after the violation occurred.”

2 Revisions made per Council’s January 6 direction and 2 Practical MuniCode Changes (approved by Legal):

1. 6.40.055 Alcohol Server Staff Training Required. Section B change “and” to “or”

Discussed January 6th to reflect that training courses must be one of the courses approved by the Wyoming Liquor Division “or” Jackson Police Department.

2. 6.40.060 Overserving of Alcoholic Beverags, Minors: Restrictions. Strike section B.

This is a recommendation from MuniCode's legal analysis as it restates JMC Title 9.64.020.

3. 6.50.020 Malt Beverage Permits (temporary permit) Addition.

Discussed January 6th and recommended by Chief Smith to require each malt beverage permit applicant to be a certified alcohol server. If this addition is approved by Council, the following sentences would be added to this section and the temporary permit application would be revised to require a copy of the training certificate.

New sentences: "Applicants for Malt Beverage Permits will have successfully completed an alcohol server education course approved by the Wyoming Liquor Division or the Jackson Police Department. Proof of current Alcohol Server Training Certification will be required as part of the malt beverage permit application."

4. 6.90.010 General Penalty for Violations. Strike in entirety.

This is a recommendation from MuniCode's legal analysis as general penalties are covered in JMC Title 1.12.010.

COMPREHENSIVE PLAN ALIGNMENT

Aligns with Comprehensive Plan Policy 8.1.a. for the delivery and quality of desired levels of service to the community and the decisions related to liquor licensing have a direct correlation to the health, safety, and welfare of the community as discussed in Section 8.

Liquor licensed establishments may have a positive or negative impact on its neighborhood, and the Town Council must balance the needs of a licensee with the needs of those who live or work in the vicinity. In Section 4 of the Comprehensive Plan relating to Town as the Heart of the Region and Complete Neighborhoods it discusses mixed uses, economic centers, and retail areas and the Council's decisions on new licenses, transfers and renewals have an impact in these areas.

The Town Council could also have a high-level strategic discussion about the goals of regulating alcohol sales within Town limits and how they would measure success in reaching those goals prior to considering specific changes in the Municipal Code.

STAKEHOLDER ANALYSIS

Stakeholders include the Town Council as the final decision makers and the local licensing authority; each liquor license holder; the Police Department and Town staff as related to compliance with liquor laws; and the residents and guests of the community expecting adequate and safe provision of alcohol to those legally entitled to partake.

FISCAL IMPACT

The fiscal impact of passage of this ordinance after third reading varies between \$1,400 and \$3,300 depending on the length of the ordinance. Ordinances are advertised the Wednesday immediately following Town Council approval on third reading.

STAFF IMPACT

The staff impact of revising this particular ordinance has been substantial and long-term. The staff impact of passing an ordinance after first and second reading is minimal. The Town Clerk's office prepares a brief, courtesy public notice for the ordinance and scheduled date of the third reading. The staff impact of passage upon third and final reading is notable in that it requires publishing the full ordinance in the newspaper, and codifying the municipal code. The ordinance is also processed for permanent records storage, the electronic database, posted on the Town's website, and provided to liquor license holders.

LEGAL REVIEW

Ongoing as needed. The Town Attorney played in integral role in the proposed revisions and continued review of the draft ordinance.

ATTACHMENTS

Ordinance L - redline and clean versions

RECOMMENDATION

Staff recommends approving the ordinance at first reading, or for the Town Council to make additional revisions and direct staff to bring back a revised ordinance.

SUGGESTED MOTIONS

To approve as presented: I move to approve Ordinance L at first reading.

To make additional changes: I move to direct staff to make the changes discussed today and bring back a revised ordinance for first reading at a future regular council meeting.

1. This document INCLUDES all PRIOR proposed revisions discussed before the JANUARY 6 - 2nd Ordinance Reading. (all redline changes accepted)
2. Redline edits in this document indicate PROPOSED revisions discussed in the JAN 6 meeting and minor MuniCode suggestions (in green).

ORDINANCE L

AN ORDINANCE AMENDING AND REENACTING SECTIONS 1 THROUGH 12 OF ORDINANCE NO. 30, SECTIONS 1 AND 2 OF ORDINANCE NO. 89, SECTIONS 1 THROUGH 13 OF ORDINANCE NO. 90, SECTIONS 1 THROUGH 3 OF ORDINANCE NO. 90A, SECTION 1 OF ORDINANCE 106, 172, 375, 388, 389, 456, 503, 504, 516, 569, 577, 605, 714, 823, 828, 960, 1063, 1072, 1076, AND 1185, SECTIONS 1 AND 2 OF ORDINANCE 227, SECTIONS 3 THROUGH 8 OF ORDINANCE 853, SECTIONS 1 AND 2 OF ORDINANCE 969, AND SECTIONS 1 AND 2 OF ORDINANCE 1173; AND SECTIONS 6.10 THROUGH 6.90 OF THE TOWN OF JACKSON MUNICIPAL CODE REGARDING LIQUOR LICENSES AND PERMITS TO REMOVE CODE WHICH DUPLICATES WYOMING STATUTE TITLE 12, TO UPDATE CODE WITH WYOMING STATUTE TITLE 12 CHANGES EFFECTIVE JULY 1, 2019, 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:

SECTION I.

Sections 6.10 through 6.90 of the Municipal Code of the Town of Jackson are hereby amended and reenacted to remove code which duplicates Wyoming Statute Title 12, to update code with Wyoming Statute Title 12 changes effective July 1, 2019, to add regulations for off-premises open container sales, require training for alcohol server staff, and update code relating to suspension and penalties for violations, to read as follows:

Chapter 6.10 DEFINITIONS

Sections:

6.10.010 Definitions.

6.10.010 Definitions.

As used in this Title.

- A. **Alcohol Server Staff** means all persons employed at any business operating under a liquor license engaged in the selling or serving of alcoholic liquor and/or malt beverages, or the managers thereof.
- B. **Hotel** means a building kept, used, maintained, advertised, and/or held out to the public to be a place where sleeping accommodations are offered for pay to transient guests. Such sleeping accommodations shall be in the same building and such sleeping accommodations shall be so equipped and serviced that the Town Council shall be satisfied that the chief source of revenue

to be derived from the operation of the hotel shall be from sleeping accommodations and not from the sale of alcoholic or malt beverages. No cottage, tourist camp, or rooming house shall be considered a hotel.

C. **Licensee** means a person holding any permit or license in accordance with this Title or [Wyo. Stat. Ann. Title 12](#).

D. **Restaurant** means space in a building maintained, advertised, and/or held out to the public as a place where individually-priced meals are prepared and served primarily for on-premises consumption and where the primary source of revenue from the operation is from the sale of food and not from the sale of alcoholic or malt beverages. The building shall have a dining room or rooms, a kitchen, and the number and kinds of employees necessary for the preparing, cooking, and serving of meals in order to satisfy the licensing authority that the space is intended for use as a full-service restaurant.

1. **Full-service restaurant** means a restaurant at which waiters and waitresses deliver food and drink offered from a printed food menu to patrons at tables or booths.
2. Food menu shall contain a minimum of five (5) qualifying selections. The service of only fry orders or such food and victuals as sandwiches, hamburgers or salads shall not be deemed a restaurant for the purposes of this section.
3. Kitchen shall be an area with cooking appliances required to prepare plated meals.
4. Dispensing Room means an enclosed and partitioned space within a restaurant large enough for a person to enter, but not a cabinet. Wall partitions may contain cut-out windows and doorways, but partitions shall extend from floor to ceiling.

(Ord. x § 1, 2020; Ord. 1185 § 1, 2017; Ord. 998 § 1, 2011; Ord. 853 § 3, 2007; Ord. 389 § 1, 1989; Ord. 90 § 1, 1965.)

Chapter 6.20

APPLICATION FOR LICENSES AND PERMITS

Sections:

6.20.003 State Laws Applicable.

6.20.006 Application Form and Fees.

6.20.010 Affidavit and of Authorization and Understanding.

6.20.012 Plan of Operations.

6.20.015 Affidavit of Understanding. (Repealed. Ord.1185 § 1, 2017)

6.20.020 Notice publication--Protests. (Repealed. Ord. x § 1, 2020)

6.30.030 Term - Exception. (Repealed. Ord. x § 1, 2020)

6.20.003 State Laws Applicable.

All licenses issued pursuant to this Title, and all use, possession, sales, and purchases of alcoholic beverages shall be subject to all requirements, regulations, and limitations prescribed by [Wyo. Stat. Ann. title 12-1-101](#) and are adopted by reference, except as is otherwise expressly set forth in this Title. If this Title is silent, then state statute is applicable. If there is a conflict between the state statute and this Title, then the stricter will apply.

6.20.006 Application Form and Fees.

- A. A person desiring any liquor license under this Title shall apply to the Town Clerk on forms prepared by the Attorney General of the State of Wyoming, as and in accordance with the statute of the State of Wyoming.
- B. The Town, upon application, state certification, and public hearing, may issue a liquor license or permit pursuant to this Title and [Wyo. Stat. Ann. title 12](#).
- C. The fee paid annually for each license is as follows, which fees may be amended by ordinance of the Town Council; however, in no case shall the sum be greater than the amount authorized by applicable Wyoming Statutes. No application will be processed, nor any licenses issued, until payment in full has been made.
 - 1. Retail Liquor License: \$1,500.00
 - 2. Limited Retail (Club) Liquor License: \$500.00
 - 3. Resort Liquor License: \$3,000.00
 - 4. Restaurant Liquor License: \$1,500.00
 - 5. Bar and Grill Liquor License: \$1,500.00
 - 6. Microbrewery Permit: \$500.00
 - 7. Winery Permit: \$500.00
 - 8. Satellite Winery Permit: \$100.00
- D. The fee to be paid for each twenty-four (24) hour permit is as follows, which fees may be amended by ordinance of the Town Council; however, in no case shall the sum be greater than the amount authorized by applicable Wyoming Statutes. No permit will be issued until payment in full has been made.

1. Catering Permit: \$20.00
2. Malt Beverage Permit: \$50.00
3. Manufacturer's Off-Premises Permit: \$50.00

6.20.010 Affidavit of Authorization and Understanding.

- A. All persons filing applications for new licenses and permits, renewals for the same, or for transfer of ownership or location, unless otherwise noted in this Title, shall submit a signed Affidavit of Authorization and Understanding form as provided by the Town Clerk.
- B. The applicant understands that it shall be the duty of the applicant to seek any additional required reviews, authorizations, permits, and approvals from any Town or County department or elected bodies.
- C. Each application submitted is affirmed as being true and correct to the best of the applicant's knowledge. The applicant understands that information provided in the application packet may be investigated for accuracy.
- D. Procedures for reviewing applications will be established by the Town Clerk, Chief of Police and Risk Manager.

6.20.012 Plan of Operations.

- A. All new and transfer applications must include a written Plan of Operations, which at a minimum sets forth:
 1. The nature of the business and how the premises will be operated.
 2. The type(s) of alcoholic beverages available to customers.
 3. The process customers will follow to order alcohol and how employees will pour and deliver alcoholic and malt beverages to customers.
 4. The plan for outdoor service of food and/or alcoholic and malt beverages, if applicable.
- B. Licensees must provide the Town Clerk a revised Plan of Operations anytime a Licensee changes the Plan of Operation.

(Ord. x § 1, 2020; Ord. 1185 § 1, 2017; Ord. 969 § 1, 2010; Ord. 853 § 4, 2007.)

6.20.015 Affidavit of Understanding. Repealed.

(Ord.1185 § 1, 2017; Ord. 969 § 1, 2010.)

6.20.020 Notice publication--Protests. Repealed.

6.20.030 Term - Exception. Repealed.

(Ord. x § 1, 2020; Ord. 1185 § 1, 2017; Ord. 1076 § 1, 2014; Ord. 853 § 4, 2007; Ord. 90 § 6, 1965.)

Chapter 6.30
ANNUAL LICENSES AND PERMITS

Sections:

6.30.010 Retail Liquor Licenses.

6.30.020 Restaurant Liquor Licenses.

6.30.030 Bar & Grill Liquor Licenses. (Repealed Ord. x, 2020)

6.30.040 Microbrewery Permits, Authorization, and Application. (Repealed Ord. x, 2020)

6.30.050 Satellite Winery Permits, Application. (Repealed Ord. x, 2020)

6.30.060 Satellite Manufacturer's Permits, Authorization, and Application. (Repealed Ord. x, 2020)

6.30.010 Retail Liquor Licenses.

Establishments holding a Retail Liquor License which operate primarily for sales for off-premise consumption (i.e. a grocery store) shall maintain a separate area for alcoholic or malt beverages that shall restrict entry to persons over the age of twenty-one (21) years of age.

6.30.020 Restaurant Liquor Licenses.

A Restaurant Liquor Licensee shall not promote the restaurant as a bar or lounge, nor shall the Licensee compete with a Retail Liquor Licensee in activities other than dining functions.

A. A Restaurant Liquor License does not allow:

1. Providing liquor service at dances, receptions, or other social gatherings.
2. Advertising as a bar or saloon in publications or signage.
3. Having a separate name for any room or area that denotes the availability of alcoholic or malt beverages.
4. Advertising special prices or promotions for sale of alcoholic beverages separate from meals, i.e. a "happy hour," unless the special price or promotion includes a qualifying restaurant meal.
5. Selling alcoholic or malt beverages to customers seated at a bar or counter unless they have been given a printed food menu.
6. Collecting a "cover charge" that includes the cost of any entertainment, live or television, unless such cover charge is part of and not separated from a package price which includes payment for a qualifying restaurant meal.

(Ord. x § 1, 2020; Ord. 569 § 1, 1996; Ord. 605 § 1, 1997; Ord. 504 § 7, 1995; Ord. 503 § 3, 1995; Ord. 388 § 1, 1989; Ord. 90A § 2, 1973; Ord. 90 § 3, 1965.)

6.30.030 Bar & Grill Liquor Licenses. Repealed.

6.30.040 Microbrewery Permits, Authorization and Application. Repealed.

6.30.050 Satellite Winery Permits, Application. Repealed.

6.30.060 Satellite Manufacturer's Permits, Authorization and Application. Repealed.

(Ord. x § 1, 2020; Ord. 1185 § 1, 2017; Ord. 1069 § 1, 2014; Ord. 853 § 5, 2007; Ord. 828 § 1, 2006; Ord. 723 § 1, 2003; Ord. 456 § 1, 1993.)

Chapter 6.40
RESTRICTIONS UPON LICENSE AND PERMIT HOLDERS

Sections:

- 6.40.010 License: Transfer, Renewal.** (Repealed Ord. x, 2020)
- 6.40.020 License: Contents, Signing, Attestation, and Display.** (Repealed Ord. x, 2020)
- 6.40.030 Hours of Sale: Unlawful Acts Designated.**
- 6.40.040 Place of Sale: Location, Regulation, and Restrictions.**
- 6.40.045 Off-Premises Open Container Sales.**
- 6.40.050 Places for Consumption or Possession in Open Containers Prohibited.**
- 6.40.055 Alcohol Server Staff Training Required.**
- 6.40.060 Minor, Habitual, and Common Drunkards and Incompetent: Restrictions.**

6.40.010 License: Transfer, Renewal. Repealed.

6.40.020 License: Contents, Signing, Attestation, and Display. Repealed.

(Ord. x § 1, 2020; Ord. 1185 § 1, 2017; Ord.960 § 1, 2010; Ord. 853 § 6, 2007; Ord. 90 §6 §12, 1965.)

6.40.030 Hours of Sale: Unlawful Acts Designated.

- A. All persons licensed under this Title shall close the dispensing room and cease the sale of both alcoholic and malt liquors promptly at the hour of two (2) a.m. each day and keep the same closed until six (6) a.m. the same day.
- B. The Town Council may designate the dates during any city or county fairs, rodeos, pageants, jubilees or similar public gatherings when all Licensees may operate without restriction as to closing hours. Such unrestricted operation shall not exceed a total of four (4) full days in any one (1) calendar year.
- C. It is unlawful for any owner, manager or employee of any business licensed under this Title, except clubs holding a Limited Retail License, to allow anyone other than an employee of the licensed business or organization to be or remain in the licensed room, or building, from and after thirty minutes (30) after the time designated by statute or ordinance for closing of the dispensing room and ceasing the sale of both alcoholic and malt liquors; provided, that in cases of food service operations for which an additional dispensing room license has been obtained pursuant to this Title, the food service facilities may remain open to the public, but it shall be unlawful to allow the consumption of alcoholic beverages therein from and after thirty (30) minutes after the time established by statute or ordinance for the closing of the dispensing room and the ceasing of sale of alcoholic and malt liquors.
- D. It is unlawful for any Licensee or servant, agent, or employee thereof to permit any person under the age of twenty-one (21) years to enter or remain in a licensed building, or an establishment that is primarily for off-premise sales of alcoholic liquor or malt beverages unless subject to an exemption under W.S. § 12-6-101 *et. seq.*, as amended.

6.40.040 Place of Sale: Location, Regulation, and Restrictions.

The place in which alcoholic and malt beverages are sold under a Retail Liquor License shall be located in the Licensed Building for which the license is approved and issued. Alcoholic beverages may only be served in the Licensed Building and in an immediately adjacent fenced or enclosed area as approved by the Licensing Authority. The adjacent area shall not be located in another building. The Licensing Authority which issued the license shall as often as may be deemed necessary inspect the Licensed Building and adjoining areas where alcoholic beverages are served to determine compliance with sanitation, fire hazard, local permitting, and other applicable laws.

6.40.045 Off-Premises Open Container Sales.

- A. Retail Liquor and Microbrewery Licensees selling alcoholic beverages that are not in the original package or are in reused original packages for off-premise consumption (sloshies, growlers and the like), shall seal the container in a fashion so that it is obvious when the seal is broken, and so that it is not possible to consume any of the beverage as long as the seal is in place.

The Licensee shall use any of the following approved methods to seal the container, or in a manner previously approved in writing by the Chief of Police, or designee:

1. A shrinkable band, or shrinkable film, covering the lid and neck of the container; or
2. A “milk” jug or glass jug with a Tamper Evident Seal; or
3. An aluminum can sealed by a seaming machine; or
4. A solid length of a Tamper Evident Seal that is placed over the lid, covering any opening(s) in the lid, and down at least two sides of the container.
 - a. Tamper Evident Seal is defined as a distinct tape or sealing device designed to provide visible evidence if the opening of a container has been interfered with.

- B. Every Licensee selling alcoholic beverages as identified in subsection A above shall post a sign visible to patrons stating “State Law Prohibits Open Alcoholic Containers in Motor Vehicles W.S. § 31-5-235.”

6.40.050 Places for Consumption; Places Open Containers are Prohibited.

- A. No alcoholic or malt beverage shall be consumed or carried by any person in open containers of any type on any street, sidewalk or curb or any other public property whatsoever within the Town of Jackson, except in Town of Jackson parks maintained by Jackson/Teton County Parks & Recreation, athletic fields, and the rodeo grounds.
- B. No alcoholic or malt beverages shall be consumed or carried by any person in open containers of any type within:
1. The grandstands, or adjacent to, or on any baseball field during any game sanctioned by Little League Baseball Incorporated; or
 2. The Town Square which is bounded by East Broadway Street, North Cache Street, East Deloney Street, and North Center Street.

6.40.055 Alcohol Server Staff Training Required.

- A. Alcohol Server Staff as defined in § 6.10.010, shall successfully complete an alcohol server education course compliant with [Wyo. Stat. Ann. title 12-2-402](#) within forty-five (45) days of their date of hire, or the effective date of this rule, whichever is later.
- B. The alcohol server education course must be one of the courses approved by the Wyoming Liquor Division or Jackson Police Department. The Alcohol Server Training Certification shall be valid for three (3) years and recertification must occur prior to expiration. Each Alcohol Server Staff's certificate must be on file with their employer.
- C. Every Licensee shall maintain a training record for their Alcohol Server Staff. The record shall include their date of hire and proof of current Alcohol Server Training Certification as required by this Section. Training records for current Alcohol Server Staff will be made available for inspection by law enforcement officers or officials of the Town of Jackson at any time that the licensed establishment is open, or by appointment.
- D. The Licensee and/or manager of the establishment may be cited for a violation of this Section and the citation may be in addition to other penalties set forth in [Wyo. Stat. Ann. title 12](#) or the Jackson Municipal Code.

6.40.060 Overserving of Alcoholic Beverages, Minors: Restrictions.

- A. It is a violation of the liquor license issued under this Title for a licensee and/or any agent or employee thereof, to sell, furnish, give, or deliver, or cause to be sold, furnished, given, or delivered alcoholic or malt beverages to any excessively intoxicated person. This violation is in addition to and not in lieu of any other criminal penalties under the Jackson Municipal Code and Wyoming State Statutes that may accrue for unlawful alcohol service.

For purposes of this section, "excessively intoxicated" means intoxicated to the extent that a person's mental and/or physical faculties are severely impaired; the impairment(s) would be obvious to a reasonable person, and the impairment is shown by any or all of the following: severe uncoordinated physical action, or severe diminished mental capacity, or severe physical or mental dysfunction.

- B. It is unlawful for any person under the age of twenty-one (21) years to be in, or attempt to be in, or remain in any place where intoxicating or malt liquors are sold or dispensed, or for any person to falsify any identification or use any false identification in order to be or remain in such place of business or to obtain intoxicating liquor or malt beverages unless an exemption stated under [Wyo. Stat. Ann. title 12-6-101](#) is applicable.

(Ord. x § 1, 2020; Ord. 1185 § 1, 2017; Ord. 1072 § 1, 2014; Ord. 1063 § 1, 2014; Ord. 987 § 1, 2011; Ord. 853 § 6, 2007; Ord. 577 § 1, 1997; Ord. 544 § 1, 1996; Ord 516 § 1, 1995; Ord. 375 § 1, 1988; Ord. 227 § 1-2, 1977; Ord. 172 § 1, 1974; Ord. 90A § 1, § 3, 1973; Ord. 90 § 8, § 9, § 13, 1965.)

Chapter 6.50
SPECIAL TWENTY-FOUR (24) HOUR PERMITS

Sections:

6.50.010 Catering Permits.

6.50.020 Malt Beverage Permits.

6.50.010 Catering Permits.

It is the duty and obligation of the Resort or Retail Liquor Licensee under which the Catering Permittee is acting to ensure compliance with all State and Town alcohol laws and regulations. Any violations thereof shall be attributed to the Resort or Retail Liquor Licensee.

(Ord. x § 1, 2020; Ord. 1185 § 1, 2017; Ord. 853 § 7, 2007; Ord. 823 §1, 2006; Ord. 714 § 1, 2002.)

6.50.020 Malt Beverage Permits.

Applicants for Malt Beverage Permits will have successfully completed an alcohol server education course approved by the Wyoming Liquor Division or the Jackson Police Department. Proof of current Alcohol Server Training Certification will be required as part of the malt beverage permit application.

(Ord. x § 1, 2020; Ord. 1185 § 1, 2017; Ord. 969 § 2, 2010; Ord. 853 § 7, 2007; Ord. 697 § 1, 2002; Ord. 90 § 4, 1965.)

Chapter 6.60
NONRENEWAL, SUSPENSION, AND REVOCATION
OF LICENSES AND PERMITS

Sections:

6.60.010 Grounds for Denying Renewal of License or Permit.

6.60.020 Grounds for Suspension and/or Revocation.

6.60.010 Grounds for Denying Renewal of License or Permit.

- A. A license or permit shall not be renewed or transferred if such renewal or transfer violates [Wyo. Stat. Ann.](#) title 12 or the Jackson Municipal Code.
- B. The following, whether one (1) or more, may constitute a basis for nonrenewal of a license or permit:
 - 1. Failure of the Licensee to comply with any provision of state liquor law or this Title;
 - 2. Failure of the Licensee to comply with building occupancy limits after being advised of excess occupancy by a law enforcement or any code compliance officer;
 - 3. A pattern of failing to report incidents of illegal acts upon the Licensee's premises which results in injury to persons or property and which the Licensee knew, or should have known about. A "pattern" for purposes of this section is defined as three (3) or more incidents in any twelve (12) month period;
 - 4. Failure of the Licensee to comply with Section 6.40.055 Alcohol Server Staff Training Required;
 - 5. Failure of initial, consecutive, and/or cumulative compliance checks conducted pursuant to [Wyo. Stat. Ann. title](#) 12-6-103.
 - 6. Failure to comply with the Plan of Operations set forth in the license application, or as amended.

6.60.020 Grounds for Suspension and/or Revocation.

- A. The following actions are grounds for the Town Council to consider suspending a liquor license and/or for the Town Council to initiate revocation proceedings. Revocation proceedings will be in accordance with [Wyo. Stat. Ann. title](#) 12-7-201.
 - 1. Failure by a Licensee, or an agent or employee thereof, of three (3) compliance checks conducted pursuant to [Wyo. Stat. Ann. title](#) 12-6-103 within a twelve (12) month period. The suspension will be carried out within the current liquor license year and be for ten (10) consecutive calendar days, and/or the Town Council may initiate revocation proceedings.
 - 2. Failure by a Licensee, or an agent or employee thereof, of five (5) compliance checks conducted pursuant to [Wyo. Stat. Ann. title](#) 12-6-103 within a twenty-four (24) month period. The suspension will be carried out within the current liquor license year and be for thirty (30) consecutive calendar days, and/or the Town Council may initiate revocation proceedings.

3. Making materially false statements on or the submission of materially false documents within the State of Wyoming liquor license application and/or the Town of Jackson liquor license application packet. The suspension will be carried out within the current liquor license year and be for thirty (30) consecutive calendar days, and/or the Town Council may initiate revocation proceedings.
 4. A pattern of failing to report incidents of excessive drinking and/or disorderly conduct on the licensed premises. The suspension will be carried out within the current liquor license year and be for five (5) consecutive calendar days, and/or the Town Council may initiate revocation proceedings. A “pattern” for purposes of this section is defined as three (3) or more accounts of failing to report incidents in any twelve (12) month period.
 5. Three (3) or more substantiated violations of any other provision of [Wyo. Stat. Ann. title 12](#) or the Jackson Municipal Code not identified in this section in any twelve (12) month period. The suspension will be carried out within the current liquor license year and be up to thirty (30) consecutive calendar days, and/or the Town Council may initiate revocation proceedings.
- B. In the event a suspension occurs:
1. The Town Clerk shall send a suspension notice to the Licensee by electronic-mail (delivery receipt) and certified postal mail to the address on file, with copy to the Wyoming Liquor Division and Chief of Police.
 2. The Licensee shall either remove all of the alcoholic liquor and malt beverages from the licensed premises or secure the alcoholic liquor or malt beverages in a manner approved in writing by the Chief of Police or designee. The method of securing this inventory shall be approved at least 72-hours before the suspension begins, when a suspension is set to begin on a certain date in the future.
 3. The Town Clerk shall post one (1) suspension notice at the licensed premises on or about the first day of the suspension period. The sale, offering to sell, distribution, or traffic of alcoholic liquor or malt beverages is unlawful during the suspension.
- (Ord. x § 1, 2020; Ord. 1185 § 1, 2017; Ord. 1173 § 1, 2017; Ord. 853 § 8, 2007.)

Chapter 6.70 VIOLATIONS

Sections:

6.70.010 Violations. (Repealed. Ord. x, 2020)

6.70.010 Violations. Repealed.
(Ord. x § 1, 2020; Ord. 853 § 9, 2007.)

Chapter 6.90
PENALTY FOR VIOLATIONS

Sections:

6.90.010 General Penalty for Violations. Repealed Ord. x, 2020

6.90.020 Compliance Check Failures.

6.90.010 General Penalty for Violations. Repealed.

6.90.020 Compliance Check Failures.

- A. On the first compliance check failure, the inhouse manager and the employee who failed the compliance check is required to attend an in-person Training for Intervention Procedures (TIPS) training session conducted by the Jackson Police Department within thirty (30) days of the failed check.

A representative of the Jackson Police Department will contact the management at the establishment that failed the compliance check to advise them of this requirement as soon as practical after the violation occurred.

- B. On the second consecutive compliance check failure, or a second compliance check failure within a twelve (12) month period, a member of the Licensee, or an officer or director thereof who is listed on the liquor license application and the employee who failed the compliance check is required to attend an in-person Training for Intervention Procedures (TIPS) training session conducted by the Jackson Police Department within forty-five (45) days of the failed check.

A representative of the Jackson Police Department will contact the management at the establishment that failed the compliance check to advise them of this requirement as soon as practical after the violation occurred.

(Ord. x § 1, 2020; Ord. 853 § 10, 2007; Ord. 90 § 14, 1965.)

SECTION II.

All ordinances and parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

SECTION III.

If any section, subsection, sentence, clause, phrase or portion of this ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed as a separate, distinct, and independent provision, and such holding shall not affect the validity of the remaining portions of the ordinance.

SECTION IV.

This Ordinance shall become effective after its passage, approval, and publication.

PASSED 1ST READING THE __ DAY OF __, 2020.

PASSED 2ND READING THE __ DAY OF __, 2020.

PASSED AND APPROVED THE __ DAY OF __, 2020.

TOWN OF JACKSON

BY: _____
Pete Muldoon, Mayor

ATTEST:

BY: _____
Sandra P. Birdyshaw, Town Clerk

ATTESTATION OF TOWN CLERK

STATE OF WYOMING)
) ss.
COUNTY OF TETON)

I hereby certify that the foregoing Ordinance No. ____ was duly published in the Jackson Hole News and Guide, a newspaper of general circulation published in the Town of Jackson, Wyoming, on the ____ day of __, 2020.

I further certify that the foregoing Ordinance was duly recorded on page __ of Book 8 of Ordinances of the Town of Jackson, Wyoming.

Sandra P. Birdyshaw, Town Clerk

1. This document INCLUDES all PRIOR proposed revisions discussed before the JANUARY 6 - 2nd Ordinance Reading. (all redline changes accepted)
2. Redline edits in this document indicate PROPOSED revisions discussed in the JAN 6 meeting and minor MuniCode suggestions (in green).

ORDINANCE L

AN ORDINANCE AMENDING AND REENACTING SECTIONS 1 THROUGH 12 OF ORDINANCE NO. 30, SECTIONS 1 AND 2 OF ORDINANCE NO. 89, SECTIONS 1 THROUGH 13 OF ORDINANCE NO. 90, SECTIONS 1 THROUGH 3 OF ORDINANCE NO. 90A, SECTION 1 OF ORDINANCE 106, 172, 375, 388, 389, 456, 503, 504, 516, 569, 577, 605, 714, 823, 828, 960, 1063, 1072, 1076, AND 1185, SECTIONS 1 AND 2 OF ORDINANCE 227, SECTIONS 3 THROUGH 8 OF ORDINANCE 853, SECTIONS 1 AND 2 OF ORDINANCE 969, AND SECTIONS 1 AND 2 OF ORDINANCE 1173; AND SECTIONS 6.10 THROUGH 6.90 OF THE TOWN OF JACKSON MUNICIPAL CODE REGARDING LIQUOR LICENSES AND PERMITS TO REMOVE CODE WHICH DUPLICATES WYOMING STATUTE TITLE 12, TO UPDATE CODE WITH WYOMING STATUTE TITLE 12 CHANGES EFFECTIVE JULY 1, 2019, 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:

SECTION I.

Sections 6.10 through 6.90 of the Municipal Code of the Town of Jackson are hereby amended and reenacted to remove code which duplicates Wyoming Statute Title 12, to update code with Wyoming Statute Title 12 changes effective July 1, 2019, to add regulations for off-premises open container sales, require training for alcohol server staff, and update code relating to suspension and penalties for violations, to read as follows:

Chapter 6.10 DEFINITIONS

Sections:

6.10.010 Definitions.

6.10.010 Definitions.

As used in this Title.

- A. **Alcohol Server Staff** means all persons employed at any business operating under a liquor license engaged in the selling or serving of alcoholic liquor and/or malt beverages, or the managers thereof.
- B. **Hotel** means a building kept, used, maintained, advertised, and/or held out to the public to be a place where sleeping accommodations are offered for pay to transient guests. Such sleeping accommodations shall be in the same building and such sleeping accommodations shall be so equipped and serviced that the Town Council shall be satisfied that the chief source of revenue

to be derived from the operation of the hotel shall be from sleeping accommodations and not from the sale of alcoholic or malt beverages. No cottage, tourist camp, or rooming house shall be considered a hotel.

- C. **Licensee** means a person holding any permit or license in accordance with this Title or [Wyo. Stat. Ann. Title 12](#) ~~Title 12 of the Wyoming State Statutes, as amended.~~
- D. **Restaurant** means space in a building maintained, advertised, and/or held out to the public as a place where individually-priced meals are prepared and served primarily for on-premises consumption and where the primary source of revenue from the operation is from the sale of food and not from the sale of alcoholic or malt beverages. The building shall have a dining room or rooms, a kitchen, and the number and kinds of employees necessary for the preparing, cooking, and serving of meals in order to satisfy the licensing authority that the space is intended for use as a full-service restaurant.
 - 1. **Full-service restaurant** means a restaurant at which waiters and waitresses deliver food and drink offered from a printed food menu to patrons at tables or booths.
 - 2. Food menu shall contain a minimum of five (5) qualifying selections. The service of only fry orders or such food and victuals as sandwiches, hamburgers or salads shall not be deemed a restaurant for the purposes of this section.
 - 3. Kitchen shall be an area with cooking appliances required to prepare plated meals.
 - 4. Dispensing Room means an enclosed and partitioned space within a restaurant large enough for a person to enter, but not a cabinet. Wall partitions may contain cut-out windows and doorways, but partitions shall extend from floor to ceiling.

(Ord. x § 1, 2020; Ord. 1185 § 1, 2017; Ord. 998 § 1, 2011; Ord. 853 § 3, 2007; Ord. 389 § 1, 1989; Ord. 90 § 1, 1965.)

Chapter 6.20 APPLICATION FOR LICENSES AND PERMITS

Sections:

6.20.003 State Laws Applicable.

6.20.006 Application Form and Fees.

6.20.010 Affidavit and of Authorization and Understanding.

6.20.012 Plan of Operations.

6.20.015 Affidavit of Understanding. (Repealed. Ord.1185 § 1, 2017)

6.20.020 Notice publication--Protests. (Repealed. Ord. x § 1, 2020)

6.30.030 Term - Exception. (Repealed. Ord. x § 1, 2020)

6.20.003 State Laws Applicable.

All licenses issued pursuant to this Title, and all use, possession, sales, and purchases of alcoholic beverages shall be subject to all requirements, regulations, and limitations prescribed by [Wyo. Stat. Ann. title 12-1-101, ~~et seq., as amended~~](#), and are adopted by reference, except as is otherwise expressly set forth in this Title. If this Title is silent, then state statute is applicable. If there is a conflict between the state statute and this Title, then the stricter will apply.

6.20.006 Application Form and Fees.

- A. A person desiring any liquor license under this Title shall apply to the Town Clerk on forms prepared by the Attorney General of the State of Wyoming, as and in accordance with the statute of the State of Wyoming.
- B. The Town, upon application, state certification, and public hearing, may issue a liquor license or permit pursuant to this Title and [Wyo. Stat. Ann. title 12-~~of the Wyoming State Statutes, as amended~~](#).
- C. The fee paid annually for each license is as follows, which fees may be amended by ordinance of the Town Council; however, in no case shall the sum be greater than the amount authorized by applicable Wyoming Statutes. No application will be processed, nor any licenses issued, until payment in full has been made.
 1. Retail Liquor License: \$1,500.00
 2. Limited Retail (Club) Liquor License: \$500.00
 3. Resort Liquor License: \$3,000.00
 4. Restaurant Liquor License: \$1,500.00
 5. Bar and Grill Liquor License: \$1,500.00
 6. Microbrewery Permit: \$500.00
 7. Winery Permit: \$500.00
 8. Satellite Winery Permit: \$100.00
- D. The fee to be paid for each twenty-four (24) hour permit is as follows, which fees may be amended by ordinance of the Town Council; however, in no case shall the sum be greater than the amount authorized by applicable Wyoming Statutes. No permit will be issued until payment in full has been made.

1. Catering Permit: \$20.00
2. Malt Beverage Permit: \$50.00
3. Manufacturer's Off-Premises Permit: \$50.00

6.20.010 Affidavit of Authorization and Understanding.

- A. All persons filing applications for new licenses and permits, renewals for the same, or for transfer of ownership or location, unless otherwise noted in this Title, shall submit a signed Affidavit of Authorization and Understanding form as provided by the Town Clerk. ~~By signing the form all persons filing applications agree to a background check conducted by the Chief of Police or designee.~~
- B. The applicant understands that it shall be the duty of the applicant to seek any additional required reviews, authorizations, permits, and approvals from any Town or County department or elected bodies.
- C. Each application submitted is affirmed as being true and correct to the best of the applicant's knowledge. The applicant understands that information provided in the application packet may be investigated for accuracy.
- D. Procedures for reviewing applications will be established by the Town Clerk, Chief of Police and Risk Manager.

Commented [SB1]:
QUESTION 1

Staff recommends striking this sentence.

Or, Council may direct staff to determine and bring back a standard query for the JPD to use when conducting background checks, including what would disqualify a person.

6.20.012 Plan of Operations.

- A. All new and transfer applications must include a written Plan of Operations, which at a minimum sets forth:
 1. The nature of the business and how the premises will be operated.
 2. The type(s) of alcoholic beverages available to customers.
 3. The process customers will follow to order alcohol and how employees will pour and deliver alcoholic and malt beverages to customers.
 4. The plan for outdoor service of food and/or alcoholic and malt beverages, if applicable.
- B. Licensees must provide the Town Clerk a revised Plan of Operations anytime a Licensee changes the Plan of Operation.

(Ord. x § 1, 2020; Ord. 1185 § 1, 2017; Ord. 969 § 1, 2010; Ord. 853 § 4, 2007.)

6.20.015 Affidavit of Understanding. Repealed.

(Ord. 1185 § 1, 2017; Ord. 969 § 1, 2010.)

6.20.020 Notice publication--Protests. Repealed.

6.20.030 Term - Exception. Repealed.

(Ord. x § 1, 2020; Ord. 1185 § 1, 2017; Ord. 1076 § 1, 2014; Ord. 853 § 4, 2007; Ord. 90 § 6, 1965.)

Chapter 6.30
ANNUAL LICENSES AND PERMITS

Sections:

6.30.010 Retail Liquor Licenses.

6.30.020 Restaurant Liquor Licenses.

6.30.030 Bar & Grill Liquor Licenses. (Repealed Ord. x, 2020)

6.30.040 Microbrewery Permits, Authorization, and Application. (Repealed Ord. x, 2020)

6.30.050 Satellite Winery Permits, Application. (Repealed Ord. x, 2020)

6.30.060 Satellite Manufacturer's Permits, Authorization, and Application. (Repealed Ord. x, 2020)

6.30.010 Retail Liquor Licenses.

Establishments holding a Retail Liquor License which operate primarily for sales for off-premise consumption (i.e. a grocery store) shall maintain a separate area for alcoholic or malt beverages that shall restrict entry to persons over the age of twenty-one (21) years of age.

6.30.020 Restaurant Liquor Licenses.

A Restaurant Liquor Licensee shall not promote the restaurant as a bar or lounge, nor shall the Licensee compete with a Retail Liquor Licensee in activities other than dining functions.

A. A Restaurant Liquor License does not allow:

1. Providing liquor service at dances, receptions, or other social gatherings.
2. Advertising as a bar or saloon in publications or signage.
3. Having a separate name for any room or area that denotes the availability of alcoholic or malt beverages.
4. Advertising special prices or promotions for sale of alcoholic beverages separate from meals, i.e. a "happy hour," unless the special price or promotion includes a qualifying restaurant meal.
5. Selling alcoholic or malt beverages to customers seated at a bar or counter unless they have been given a printed food menu.
6. Collecting a "cover charge" that includes the cost of any entertainment, live or television, unless such cover charge is part of and not separated from a package price which includes payment for a qualifying restaurant meal.

(Ord. x § 1, 2020; Ord. 569 § 1, 1996; Ord. 605 § 1, 1997; Ord. 504 § 7, 1995; Ord. 503 § 3, 1995; Ord. 388 § 1, 1989; Ord. 90A § 2, 1973; Ord. 90 § 3, 1965.)

6.30.030 Bar & Grill Liquor Licenses. Repealed.

6.30.040 Microbrewery Permits, Authorization and Application. Repealed.

6.30.050 Satellite Winery Permits, Application. Repealed.

6.30.060 Satellite Manufacturer's Permits, Authorization and Application. Repealed.

(Ord. x § 1, 2020; Ord. 1185 § 1, 2017; Ord. 1069 § 1, 2014; Ord. 853 § 5, 2007; Ord. 828 § 1, 2006; Ord. 723 § 1, 2003; Ord. 456 § 1, 1993.)

Chapter 6.40
RESTRICTIONS UPON LICENSE AND PERMIT HOLDERS

Sections:

- 6.40.010 License: Transfer, Renewal.** (Repealed Ord. x, 2020)
6.40.020 License: Contents, Signing, Attestation, and Display. (Repealed Ord. x, 2020)
6.40.030 Hours of Sale: Unlawful Acts Designated.
6.40.040 Place of Sale: Location, Regulation, and Restrictions.
6.40.045 Off-Premises Open Container Sales.
6.40.050 Places for Consumption or Possession in Open Containers Prohibited.
6.40.055 Alcohol Server Staff Training Required.
6.40.060 Minor, Habitual, and Common Drunkards and Incompetent: Restrictions.

6.40.010 License: Transfer, Renewal. Repealed.

6.40.020 License: Contents, Signing, Attestation, and Display. Repealed.

(Ord. x § 1, 2020; Ord. 1185 § 1, 2017; Ord.960 § 1, 2010; Ord. 853 § 6, 2007; Ord. 90 §6 §12, 1965.)

6.40.030 Hours of Sale: Unlawful Acts Designated.

- A. All persons licensed under this Title shall close the dispensing room and cease the sale of both alcoholic and malt liquors promptly at the hour of two (2) a.m. each day and keep the same closed until six (6) a.m. the same day.
- B. The Town Council may designate the dates during any city or county fairs, rodeos, pageants, jubilees or similar public gatherings when all Licensees may operate without restriction as to closing hours. Such unrestricted operation shall not exceed a total of four (4) full days in any one (1) calendar year.
- C. It is unlawful for any owner, manager or employee of any business licensed under this Title, except clubs holding a Limited Retail License, to allow anyone other than an employee of the licensed business or organization to be or remain in the licensed room, or building, from and after thirty minutes (30) after the time designated by statute or ordinance for closing of the dispensing room and ceasing the sale of both alcoholic and malt liquors; provided, that in cases of food service operations for which an additional dispensing room license has been obtained pursuant to this Title, the food service facilities may remain open to the public, but it shall be unlawful to allow the consumption of alcoholic beverages therein from and after thirty (30) minutes after the time established by statute or ordinance for the closing of the dispensing room and the ceasing of sale of alcoholic and malt liquors.
- D. It is unlawful for any Licensee or servant, agent, or employee thereof to permit any person under the age of twenty-one (21) years to enter or remain in a licensed building, or an establishment that is primarily for off-premise sales of alcoholic liquor or malt beverages unless subject to an exemption under W.S. § 12-6-101 *et. seq.*, as amended.

6.40.040 Place of Sale: Location, Regulation, and Restrictions.

The place in which alcoholic and malt beverages are sold under a Retail Liquor License shall be located in the Licensed Building for which the license is approved and issued. Alcoholic beverages may only be served in the Licensed Building and in an immediately adjacent fenced or enclosed area as approved by the Licensing Authority. The adjacent area shall not be located in another building. The Licensing Authority which issued the license shall as often as may be deemed necessary inspect the Licensed Building and adjoining areas where alcoholic beverages are served to determine compliance with sanitation, fire hazard, local permitting, and other applicable laws.

6.40.045 Off-Premises Open Container Sales.

- A. Retail Liquor and Microbrewery Licensees selling alcoholic beverages that are not in the original package or are in reused original packages for off-premise consumption (sloshies, growlers and the like), shall seal the container in a fashion so that it is obvious when the seal is broken, and so that it is not possible to consume any of the beverage as long as the seal is in place.

The Licensee shall use any of the following approved methods to seal the container, or in a manner previously approved in writing by the Chief of Police, or designee:

1. A shrinkable band, or shrinkable film, covering the lid and neck of the container; or
2. A “milk” jug or glass jug with a Tamper Evident Seal; or
3. An aluminum can sealed by a seaming machine; or
4. A solid length of a Tamper Evident Seal that is placed over the lid, covering any opening(s) in the lid, and down at least two sides of the container.
 - a. Tamper Evident Seal is defined as a distinct tape or sealing device designed to provide visible evidence if the opening of a container has been interfered with.

- B. Every Licensee selling alcoholic beverages as identified in subsection A above shall post a sign visible to patrons stating “State Law Prohibits Open Alcoholic Containers in Motor Vehicles W.S. § 31-5-235.”

6.40.050 Places for Consumption; Places Open Containers are Prohibited.

- A. No alcoholic or malt beverage shall be consumed or carried by any person in open containers of any type on any street, sidewalk or curb or any other public property whatsoever within the Town of Jackson, except in Town of Jackson parks maintained by Jackson/Teton County Parks & Recreation, athletic fields, and the rodeo grounds.
- B. No alcoholic or malt beverages shall be consumed or carried by any person in open containers of any type within:
1. The grandstands, or adjacent to, or on any baseball field during any game sanctioned by Little League Baseball Incorporated; or
 2. The Town Square which is bounded by East Broadway Street, North Cache Street, East Deloney Street, and North Center Street.

6.40.055 Alcohol Server Staff Training Required.

- A. Alcohol Server Staff as defined in § 6.10.010, shall successfully complete an alcohol server education course compliant with [Wyo. Stat. Ann. title 12-2-402, as amended](#), within forty-five (45) days of their date of hire, or the effective date of this rule, whichever is later.
- B. The alcohol server education course must be one of the courses approved by the Wyoming Liquor Division ~~or and~~ Jackson Police Department. The Alcohol Server Training Certification shall be valid for three (3) years and recertification must occur prior to expiration. Each Alcohol Server Staff's certificate must be on file with their employer.
- C. Every Licensee shall maintain a training record for their Alcohol Server Staff. The record shall include their date of hire and proof of current Alcohol Server Training Certification as required by this Section. Training records for current Alcohol Server Staff will be made available for inspection by law enforcement officers or officials of the Town of Jackson at any time that the licensed establishment is open, or by appointment.
- D. The Licensee and/or manager of the establishment may be cited for a violation of this Section and the citation may be in addition to other penalties set forth in [Wyo. Stat. Ann. title 12-6-101, as amended](#) or the Jackson Municipal Code.

Commented [SB2]: January 6 revision

6.40.060 Overserving of Alcoholic Beverages, Minors: Restrictions.

- A. It is a violation of the liquor license issued under this Title for a licensee and/or any agent or employee thereof, to sell, furnish, give, or deliver, or cause to be sold, furnished, given, or delivered alcoholic or malt beverages to any excessively intoxicated person. This violation is in addition to and not in lieu of any other criminal penalties under the Jackson Municipal Code and Wyoming State Statutes that may accrue for unlawful alcohol service.

For purposes of this section, "excessively intoxicated" means intoxicated to the extent that a person's mental and/or physical faculties are severely impaired; the impairment(s) would be obvious to a reasonable person, and the impairment is shown by any or all of the following: severe uncoordinated physical action, or severe diminished mental capacity, or severe physical or mental dysfunction.

- ~~B. Under Section 9.64.020, as amended, of the Jackson Municipal Code it is unlawful for any person under the age of twenty one (21) years to have any alcoholic or malt beverage in their possession or to be under the influence of any intoxicating liquor or malt beverage, within the Town of Jackson, unless an exemption stated under W.S. § 12-6-101, as amended, is applicable, which includes possession by a person under the age of twenty one (21) years making the delivery of such alcoholic beverage pursuant to their employment.~~
- B. It is unlawful for any person under the age of twenty-one (21) years to be in, or attempt to be in, or remain in any place where intoxicating or malt liquors are sold or dispensed, or for any person to falsify any identification or use any false identification in order to be or remain in such place of business or to obtain intoxicating liquor or malt beverages unless an exemption stated under [Wyo. Stat. Ann. title 12-6-101, as amended](#), is applicable.

Commented [SB3]: Strike. Recommended by MuniCode as it restates Wyo. Stat.

(Ord. x § 1, 2020; Ord. 1185 § 1, 2017; Ord. 1072 § 1, 2014; Ord. 1063 § 1, 2014; Ord. 987 § 1, 2011; Ord. 853 § 6, 2007; Ord. 577 § 1, 1997; Ord. 544 § 1, 1996; Ord 516 § 1, 1995; Ord. 375 § 1, 1988; Ord. 227 § 1-2, 1977; Ord. 172 § 1, 1974; Ord. 90A § 1, § 3, 1973; Ord. 90 § 8, § 9, § 13, 1965.)

Chapter 6.50
SPECIAL TWENTY-FOUR (24) HOUR PERMITS

Sections:

6.50.010 Catering Permits.

6.50.020 Malt Beverage Permits.

6.50.010 Catering Permits.

It is the duty and obligation of the Resort or Retail Liquor Licensee under which the Catering Permittee is acting to ensure compliance with all State and Town alcohol laws and regulations. Any violations thereof shall be attributed to the Resort or Retail Liquor Licensee.

(Ord. x § 1, 2020; Ord. 1185 § 1, 2017; Ord. 853 § 7, 2007; Ord. 823 §1, 2006; Ord. 714 § 1, 2002.)

6.50.020 Malt Beverage Permits.

Applicants for Malt Beverage Permits will have successfully completed an alcohol server education course approved by the Wyoming Liquor Division or the Jackson Police Department. Proof of current Alcohol Server Training Certification will be required as part of the malt beverage permit application.

(Ord. x § 1, 2020; Ord. 1185 § 1, 2017; Ord. 969 § 2, 2010; Ord. 853 § 7, 2007; Ord. 697 § 1, 2002; Ord. 90 § 4, 1965.)

Commented [SB4]: January 6 revision
Applies to malt beverage permits not connected with a microbrewery.

Chapter 6.60
NONRENEWAL, SUSPENSION, AND REVOCATION
OF LICENSES AND PERMITS

Sections:

6.60.010 Grounds for Denying Renewal of License or Permit.

6.60.020 Grounds for Suspension and/or Revocation.

6.60.010 Grounds for Denying Renewal of License or Permit.

- A. A license or permit shall not be renewed or transferred if such renewal or transfer violates ~~Wyo. Stat. Ann. title 12 of the Wyoming State Statutes, as amended,~~ or the Jackson Municipal Code.
- B. The following, whether one (1) or more, may constitute a basis for nonrenewal of a license or permit:
1. Failure of the Licensee to comply with any provision of state liquor law or this Title;
 2. Failure of the Licensee to comply with building occupancy limits after being advised of excess occupancy by a law enforcement or any code compliance officer;
 3. A pattern of failing to report incidents of illegal acts upon the Licensee's premises which results in injury to persons or property and which the Licensee knew, or should have known about. A "pattern" for purposes of this section is defined as three (3) or more incidents in any twelve (12) month period;
 4. Failure of the Licensee to comply with Section 6.40.055 Alcohol Server Staff Training Required;
 5. Failure of initial, consecutive, and/or cumulative compliance checks conducted pursuant to ~~Wyoming Statute § Wyo. Stat. Ann. title 12-6-103, as amended.~~
 6. Failure to comply with the Plan of Operations set forth in the license application, or as amended.

6.60.020 Grounds for Suspension and/or Revocation.

- A. ~~The following actions are grounds, whether one (1) or more, shall be a basis~~ for the Town Council to consider suspending a liquor license and/or for the Town Council to initiate revocation proceedings. Revocation proceedings will be in accordance with ~~W.S. § Wyo. Stat. Ann. title 12-7-201, as amended.~~
1. Failure by a Licensee, or an agent or employee thereof, of three (3) compliance checks conducted pursuant to ~~W.S. § Wyo. Stat. Ann. title 12-6-103, as amended,~~ within a twelve (12) month period. The suspension will be carried out within the current liquor license year and be for ten (10) consecutive calendar days, and/or the Town Council may initiate revocation proceedings.
 2. Failure by a Licensee, or an agent or employee thereof, of five (5) compliance checks conducted pursuant to ~~W.S. § Wyo. Stat. Ann. title 12-6-103, as amended,~~ within a twenty-four (24) month period. The suspension will be carried out within the current liquor license year and be for thirty (30) consecutive calendar days, and/or the Town Council may initiate revocation proceedings.

Commented [SB5]:
QUESTION 2

January 6 discussion.

3. Making materially false statements on or the submission of materially false documents within the State of Wyoming liquor license application and/or the Town of Jackson liquor license application packet. The suspension will be carried out within the current liquor license year and be for thirty (30) consecutive calendar days, and/or the Town Council may initiate revocation proceedings.
4. A pattern of failing to report incidents of excessive drinking and/or disorderly conduct on the licensed premises. The suspension will be carried out within the current liquor license year and be for five (5) consecutive calendar days, and/or the Town Council may initiate revocation proceedings. A “pattern” for purposes of this section is defined as three (3) or more accounts of failing to report incidents in any twelve (12) month period.
5. ~~Three (3) or more substantiated violations of any other the provisions of Wyo. Stat. Ann. title 12 of the Wyoming State Statutes, as amended, or the Jackson Municipal Code not identified in this section or a combination of the two~~ in any twelve (12) month period. The suspension will be carried out within the current liquor license year and be up to for thirty (30) consecutive calendar days, and/or the Town Council may initiate revocation proceedings.

Commented [SB6]:
Part of QUESTION 2

January 6 discussion

Commented [SB7]: January 6 revision

B. In the event a suspension occurs:

1. The Town Clerk shall send a suspension notice to the Licensee by electronic-mail (delivery receipt) and certified postal mail to the address on file, with copy to the Wyoming Liquor Division and Chief of Police.
2. The Licensee shall either remove all of the alcoholic liquor and malt beverages from the licensed premises or secure the alcoholic liquor or malt beverages in a manner approved in writing by the Chief of Police or designee. The method of securing this inventory shall be approved at least 72-hours before the suspension begins, when a suspension is set to begin on a certain date in the future.
3. The Town Clerk shall post one (1) suspension notice at the licensed premises on or about the first day of the suspension period. The sale, offering to sell, distribution, or traffic of alcoholic liquor or malt beverages is unlawful during the suspension.

(Ord. x § 1, 2020; Ord. 1185 § 1, 2017; Ord. 1173 § 1, 2017; Ord. 853 § 8, 2007.)

Chapter 6.70
VIOLATIONS

Sections:

6.70.010 Violations. (Repealed. Ord. x, 2020)

6.70.010 Violations. Repealed.
(Ord. x § 1, 2020; Ord. 853 § 9, 2007.)

Chapter 6.90 PENALTY FOR VIOLATIONS

Sections:

6.90.010 General Penalty for Violations. Repealed Ord. x, 2020

6.90.020 Compliance Check Failures.

6.90.010 General Penalty for Violations. Repealed.

- A. ~~Any person who violates any provisions of this Title for which violation no specific penalty is provided is guilty of a misdemeanor and upon conviction thereof shall be punished according to Section 1.12.010 of this code.~~
- B. ~~The provisions of this Title are cumulative and shall not be construed as preventing the Town of Jackson or the Wyoming Liquor Division from suspending or revoking a liquor license and/or filing criminal charges in any case authorized by law.~~

Commented [SB8]: Strike. Recommended by MuniCode as it restates JMC 1.12.010

6.90.020 Compliance Check Failures.

- A. On the first compliance check failure, the inhouse manager and the employee who failed the compliance check is required to attend an in-person Training for Intervention Procedures (TIPS) training session conducted by the Jackson Police Department within thirty (30) days of the failed check.

A representative of the Jackson Police Department will contact the management at the establishment that failed the compliance check to advise them of this requirement as soon as practical after the violation occurred.

- ~~1. The Licensee must provide the Jackson Police Department with the certificates of successful completion within one (1) week of completing the training.~~

- A.B. On the second consecutive compliance check failure, or a second compliance check failure within a twelve (12) month period, a member of the Licensee, or an officer or director thereof who is listed on the liquor license application and the employee who failed the compliance check is required to attend an in-person Training for Intervention Procedures (TIPS) training session conducted by the Jackson Police Department within forty-five (45) days of the failed check.

A representative of the Jackson Police Department will contact the management at the establishment that failed the compliance check to advise them of this requirement as soon as practical after the violation occurred.

- ~~1. The Licensee must provide the Jackson Police Department with the certificates of successful completion within one (1) week of completing the training.~~

(Ord. x § 1, 2020; Ord. 853 § 10, 2007; Ord. 90 § 14, 1965.)

Commented [SB9]:
QUESTION 3

Recommended by Staff to make communication a requirement.
Same as shown in B.

Commented [SB10]: January 6 revision
Same as shown in B.

SECTION II.

All ordinances and parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

SECTION III.

If any section, subsection, sentence, clause, phrase or portion of this ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed as a separate, distinct, and independent provision, and such holding shall not affect the validity of the remaining portions of the ordinance.

SECTION IV.

This Ordinance shall become effective after its passage, approval, and publication.

PASSED 1ST READING THE __ DAY OF __, 2020.

PASSED 2ND READING THE __ DAY OF __, 2020.

PASSED AND APPROVED THE __ DAY OF __, 2020.

TOWN OF JACKSON

BY: _____
Pete Muldoon, Mayor

ATTEST:

BY: _____
Sandra P. Birdyshaw, Town Clerk

ATTESTATION OF TOWN CLERK

STATE OF WYOMING)
) ss.
COUNTY OF TETON)

I hereby certify that the foregoing Ordinance No. __ was duly published in the Jackson Hole News and Guide, a newspaper of general circulation published in the Town of Jackson, Wyoming, on the __ day of __, 2020.

I further certify that the foregoing Ordinance was duly recorded on page __ of Book 8 of Ordinances of the Town of Jackson, Wyoming.

Sandra P. Birdyshaw, Town Clerk



TOWN OF JACKSON

AGENDA DOCUMENTATION

SUBMITTING DEPARTMENT: Administration

PRESENTER: Sandy Birdyshaw

MEETING DATE: February 3, 2020

SUBJECT: Jackson / Teton County Housing Authority Appointment

STATEMENT/PURPOSE

The Town Council appoints one seat to the Jackson/Teton County Housing Authority (HA)

BACKGROUND/ALTERNATIVES

The Jackson/Teton County Housing Authority as we know it today, was created by joint resolution #16-04, Amendment #2 to the 1990 Resolution Creating the Teton County Housing Authority in March 2016.

The HA consists of three members; one appointed by the Town Council, one appointed by the County Commissioners, and a third who is selected by the two appointed members. All must be qualified electors of Teton County. The term of office is for 5 years, ending on the first Monday in February.

The initial appointments were made in May 2016 with staggered terms.

<u>Appointed by</u>	<u>Member</u>	<u>Term</u>	
Town:	Matt Faupel	5/2016 to 2/3/2020	<i>initial term was 4 years</i>
County:	Amy Robinson	5/2016 to 2/1/2021	<i>initial term is 5 years</i>
Matt & Amy	Danielle Goldyn-Haigh	5/2016-2019	<i>initial term was 3 years</i>
Matt & Amy	Annie Kent Froppert	3/15/2019 to 2/5/2024	<i>in a 5 year term</i>

Since Mr. Faupel's term is expiring, a call for letters of application was placed in the Jackson Hole News & Guide for three weeks. Two responses were received from Chris Beda and Estela Torres.

The schedule for the Town Council includes:

January 30	2 Interviews
February 3	Executive session following the JIM to deliberate
February 3	Appointment in the 6pm Regular Meeting

The Housing Authority meets monthly on the first Wednesday. If an appointment is made at the February 3 regular Council meeting, the new member's first meeting would be February 5, 2020.

COMPREHENSIVE PLAN ALIGNMENT

Appointing members to the Housing Authority is in direct alignment with Common Value 3 related to Local Workforce Housing. Without this board, we would not be able to further the goals of the Comprehensive Plan. It is important for the Town Council to appoint its member so that interests within the Town are represented in a fair and balanced manner in addition to interests in the County.

STAKEHOLDER ANALYSIS

The stakeholders include the community member willing to serve in this important role, the Town Council in trusting a community member to represent the goals of the Council and the Comprehensive Plan, and the

community at large in feeling represented on this board that makes very important decisions related to community affordable housing.

FISCAL IMPACT

The fiscal impact associated with newspaper advertising is minimal.

STAFF IMPACT

The staff impact associated with board vacancies includes time to handle advertising, receive applications, coordinate interviews, scheduling a special meeting for interviews and executive session, communications with applicants and staff, and preparing agenda documentation.

LEGAL REVIEW

N/A.

ATTACHMENTS

Applications

Resolution #16-04: Amendment #2 to the 1990 Resolution Creating the Teton County Housing Authority

Resolution #18-02: Amendment #3 to the 1990 Resolution Creating the Teton County Housing Authority

Jackson/Teton County Housing Authority Bylaws, amended 9/5/2018

RECOMMENDATION

Staff recommends making an appointment on, or before February 3, 2020.

SUGGESTED MOTION (for February 3, 2020 meeting)

I move to appoint ____ to a five-year term on the Jackson/Teton County Housing Authority expiring February 3, 2025.

January 28, 2020 Interview Schedule (20-25 minutes)

Jackson / Teton County Regional Housing Authority

Created March 2016 by joint resolution. County appoints 1, Town appoints 1, and then those two appoint a 3rd.

Qualification: qualified elector of Teton County

Number of board members: 3

Length of term: 5 years, terms end on 1st Monday in February

Current members and term:

- 1 Amy Robinson to 2/2021 (county appointed)
- 2 Annie Kent Froppert to 2/2024 (HAB appointed)

End of Term: Matt Faupel, 2/3/2020
(town appointed)

<u>Applicants for Interviews:</u>	1 Chris Beda	3:00 PM
	2 Estela Torres	3:10 PM

Does current member wish to continue? Matt - no

Executive Session scheduled: Feb 3, following the JIM

Appointment scheduled: Feb 3 Regular Meeting (HAB meeting on Feb 5)

Christopher Beda

3465 North Pines Way, Suite 104-217, Wilson, WY 83014 | 415.516.4048 | cbeda@wabashpartners.com

December 18, 2019

Town Council - Town of Jackson

Attn: S. Birdyshaw – sbirdyshaw@jacksonwy.gov

Town Clerk

Town of Jackson

150 East Pearl Ave

PO Box 1687

Jackson, WY 83001

Dear Town Council - Town of Jackson:

Please accept this letter of application to serve on the Jackson/Teton County Housing Authority Board of Directors and the Jackson/Teton County Housing Supply Board. I relocated to Jackson in 2018 and currently reside at 3443 Boxelder Place, Wilson, WY 83014. I am looking for opportunities to become more engaged in our community. I have been a real estate executive for 30 years and have a passion for real estate, urban planning and housing. I am an expert in housing having held various executive positions in real estate finance, investment, portfolio management and asset management. I am currently engaged in affordable housing and philanthropically pursuing a mission of impacting affordable housing in the United States through my work with the Urban Land Institute and several non-profit housing advocates.

Professional Bio:

Beda founded and runs Wabash Partners, a private real estate investment firm. Wabash Partners focuses on US multifamily real estate sector and is engaged in managing and investing in US multifamily real estate. Wabash Partners also provides capital to emerging real estate managers and businesses.

Prior to founding Wabash Partners, Beda was Senior Managing Partner, Chief Investment Officer for Carmel Partners, Inc., a private real estate investment firm. Beda was a founding partner at Carmel and responsible for managing Carmel Partners' investment activities across the country. From 2004 to 2017 he helped the firm raise and invest over \$4.0 billion in equity while growing the firm into the preeminent national multifamily investment firm with offices in New York, DC, Denver, Seattle, San Francisco, Los Angeles and Honolulu.

Prior to joining Carmel Partners, Beda was the Acquisitions and Dispositions Officer for the Western United States at Equity Residential (NYSE:EQR). He joined Equity Residential's transactions group in 1994 when the company owned approximately 35,000 apartment units. During Beda's tenure, the group acquired over 200,000 apartment units through individual transactions, portfolios, debt purchases, partnership transactions, joint venture developments and company mergers. Beda started his real estate career in the real estate lending group at Continental Bank, N.A. in Chicago, IL.

Personal Information:

Beda graduated from the University of Wisconsin - Madison and considers himself a Midwesterner at heart despite the fact that he and his wife currently reside in Wyoming. He enjoys most things outdoors and is an avid skier, fisherman and golfer. He lives to eat which makes cooking a serious hobby.

Thank you for your consideration. Please let me know if you have any questions.

Sincerely,

Christopher Beda

From: [Christopher Beda](#)
To: [Sandy Birdyshaw](#)
Cc: [Christopher Beda](#)
Subject: Letter of Application Jackson/ Teton County Housing Authority Board and Housing Supply Board
Date: Wednesday, December 18, 2019 12:14:19 PM
Attachments: [Jackson Ltr 12.18.19.docx](#)

Dear Ms. Birdyshaw,

Please find attached my letter of application to serve on the Jackson/Teton County Housing Authority Board and Housing Supply Board.

Thank you for your consideration and let me know if you need anything else.

Regards,

Chris Beda
415.516.4048

December 19, 2019

Town Council
ATTN: Town Clerk
Jackson, Wyoming

RE: Jackson/Teton County Housing Authority Board

Dear Mayor and Town Council:

Please consider this letter of application for a seat on the Housing Authority Board.

As you know, I have been an advocate for affordable housing for the underserved population of this fine valley. I have a deep desire to work with the Housing Authority and elected officials on Housing Authority policies and issues. My experience and knowledge, longevity as a full-time resident, and sincere commitment to community service should be of great value to this Board. I am attaching my resume for your reference.

Thank you for your consideration of my application. I am truly grateful for your time and service to this community, and look forward to meeting with you.

Happy Holidays!

Sincerely,

A handwritten signature in dark ink, appearing to read 'Estela Torres', written over the printed name.

Estela Torres
PO Box 2831
Jackson, Wyoming 83001
(307) 690-4697

Attachment

ESTELA TORRES

PO Box 2831 | Jackson, Wyoming 83001 | 307-690-4697 | etorres0104@gmail.com

SUMMARY

Nonprofit professional experienced in human services environment demanding bilingual-bicultural, administrative, marketing, fundraising, community outreach, collaboration, strategic problem-solving, public speaking, client services, and leadership proficiencies. Strengths include:

- In-depth knowledge of nonprofit standards and processes of nonprofit management
- Excellent oral and written communication skills, judgment and research aptitudes
- Demonstrated ability to work collaboratively to develop and manage programs responsive to community needs
- Extensive experience in legal field in areas of criminal, business and corporate, litigation, labor and employment, real estate and construction, wills, trusts, and estate planning
- Experience in mortgage loan, tourism and retail environments providing organizational, interpersonal skills, and commitment to excellent customer service

PROFESSIONAL EXPERIENCE

Immigrant Support Specialist One22, Jackson, Wyoming

June 2016--present

- Provide professional, linguistic and cultural Spanish/English support services and advocacy in a variety of areas such as Workers' Compensation, legal support, immigration, housing, income tax, vital records, Mexican Consulate, and other matters to limited English speakers. Provide professional, linguistic and culturally accurate Spanish/English interpretation services to Access to Justice attorneys and their clients. Assist and participate with forums for Latino community and cultural events such as Día de los Muertos.

Medical Interpreter/Operations El Puente, Jackson, Wyoming

December 2013—June 2016

Provide bilingual medical interpretation for Spanish-speaking clients with limited English proficiency at St. John's Medical Center, private medical/dental providers, and other providers as needed. Assisted with navigation of scheduling appointments for clients with providers and interpreters.

Executive Director Latino Resource Center Jackson, Wyoming

November 2009-June 2012

- Executive Director of nonprofit dedicated to assisting limited English proficiency Latino immigrants with comprehensive translation support services and programs, reaching approximately 5000 clients annually
- Championed efforts with Board of Directors to realize mission of facilitating

- integration of Latinos into Jackson Hole community and develop strategic plan
- Orchestrated administration and oversight of all finances, fundraising, marketing, client services, programs, cultural events, and staff of two
- Developed and managed annual budget of approximately \$225,000
- Represented organization by participating in key associations and organizations and speaking in public settings to raise awareness of Latino Resource Center
- Expanded marketing, social networking, and website accessibility
- Streamlined office and client services procedures and regenerated client/donor database for optimum efficiency of operations
- Partnered with staff to identify and assess community needs and initiate programs responsive to needs such as healthcare, immigration, income tax, employment and childcare workshops
- Collaborated and devised plan to alleviate Latino client overload at neighboring nonprofit that evolved into a beneficial and productive partnership
- Expanded collaborations and community relationships with numerous nonprofits for maximum access and delivery of services to clients
- Cultivated relationships with clients and provided direct client services in numerous areas, including labor and landlord/tenant disputes and legal matters in district and circuit courts

Litigation Paralegal**May 2000-May 2006****Holland & Hart LLP, Jackson, Wyoming**

- Supported three litigation attorneys with case management and process of lawsuits from initial filing through trial and appeal, including drafting of court documents, review and analysis of all discovery documents, and document management (including use of technology, databases, and imaging)
- Developed and maintained client relations, including business development activities
- Assisted attorney with translation for Spanish-speaking witnesses and was traveled to Costa Rica to assist with international litigation case

EDUCATION

Bachelor of Arts Degree, major in Political Science and minor in Spanish

Marquette University, Milwaukee, Wisconsin

Community Interpreter Training Certification 2017

Certified VITA Income Tax Preparer

COMMUNITY INVOLVEMENT

St. John's Medical Center Human Resources Committee 9/2019--present

Habitat for Humanity Family Selection Committee Volunteer, 2011, 2014-2019

Volunteer Income Tax Assistance (VITA), Volunteer 2010-present

Central Wyoming College, ESL Volunteer 2014-2015

Spanish Interpreter for Cuba Mission of St. John's Episcopal Church April 2014

Southern Teton Area Rapid Transit (START), Board Member 2004-2008

Latino Resource Center, Board Member and Volunteer 2004-2008

Jackson Cupboard, Board Member and Volunteer 2010-2012

Rotary Lunch Club, Member and Volunteer 2010-2012

Walden Pond Homeowners Association, Board Member and President 2003-2012

From: [Estela Torres](#)
To: [Sandy Birdyshaw](#)
Subject: Jackson/Teton County Housing Authority
Date: Thursday, December 19, 2019 11:19:32 AM
Attachments: [Resume and Ltr to Town Council.pdf](#)

Dear Ms. Birdyshaw:

Please find attached my letter of application for the seat on the Housing Authority Board.

Thank you and Happy Holidays.

RESOLUTION 16-04
AMENDMENT #2 TO 1990 RESOLUTION CREATING THE TETON COUNTY
HOUSING AUTHORITY

WHEREAS, the Teton County Board of County Commissioners passed a resolution on June 5, 1990 Declaring the Need for a Housing Authority to Function in Teton County, Wyoming; and

WHEREAS, on November 2, 1999 a Resolution was passed by the Teton County Board of County Commissioners that modified and amended the 1990 Resolution; and

WHEREAS, the Teton County Board of County Commissioners desire to further modify and amend the 1990 Resolution and 1999 amendment by inviting the Town of Jackson to join the Housing Authority and to form a Regional Housing Authority.

NOW THEREFORE, having duly met at a special meeting and considered the matter, it is

RESOLVED, to amend the 1990 Resolution Creating the Teton County Housing Authority and further amending the 1999 Resolution, to form a regional housing authority pursuant to Wyoming Statute §15-10-116(b) with the County of Teton and the Town of Jackson forming the regional housing authority. By signing below, the Town Council of the Town of Jackson, Wyoming hereby agrees to become a member of the regional housing authority along with the Board of County Commissioners of Teton County, Wyoming; and

IT IS FURTHER RESOLVED, that pursuant to Wyoming Statute §15-10-101(a)(i) the “area of operation” of the regional housing authority shall be the combined area of the both the Town of Jackson and Teton County, Wyoming; and

IT IS FURTHER RESOLVED, that both the Town Council of the Town of Jackson and the Board of County Commissioners of Teton County, Wyoming find that there is a shortage of safe and sanitary dwelling accommodations in the Town of Jackson and Teton County available to persons of low income at rentals or prices they can afford. (W.S. §15-10-102(a)(ii).) “Persons of low income” are defined by W.S. §15-10-101(a)(iv) as persons or families who, as determined by the public body undertaking a project, cannot afford to pay the amounts at which private enterprise, unaided by public subsidy, is providing decent, safe and sanitary housing; and

IT IS FURTHER RESOLVED, the name of the regional housing authority shall be the “Jackson/Teton County Housing Authority.” The Jackson/Teton County Housing Authority is the successor in interest to all deeds, documents, leases, contracts, and any and all legal obligations or documents of the Teton County Housing Authority; and

IT IS FURTHER RESOLVED, pursuant to W.S. §15-10-116((c)(iii), the Teton County Board of County Commissioners shall appoint one member to the Jackson/Teton County Housing Authority Board. The Jackson Town Council shall appoint one member to the Jackson/Teton County Housing Authority Board. The two members shall then appoint the third (3rd) member; and

IT IS FURTHER RESOLVED, the Jackson/Teton County Regional Housing Authority shall be vested with certain powers and other powers shall be retained by the Town of Jackson and Teton County. Specifically the Town of Jackson and Teton County retain the following powers that shall be exercised by the Jackson Town Council and Teton County Board of County Commissioners by a majority vote of each body:

- 1) The findings required to be made provided in W.S. §15-10-102
- 2) The power to approve a housing project which is defined by W.S. §15-10-101(a)(ii) as an undertaking on contiguous or noncontiguous sites to:

- a. Make plans and undertake surveys to carry out the purposes of the Wyoming Housing Project Act.
 - b. Demolish, clear or remove unsafe or unsanitary or substandard buildings; or
 - c. Provide, or assist in providing by any suitable method decent, safe and sanitary housing and related facilities to persons of low income.
- 3) All powers delineated in W.S. §15-10-113.
 - 4) The power to establish a housing authority.
 - 5) All powers of W.S. §15-10-101 et seq. (Chapter 10 Housing Projects) not otherwise specifically delegated to the Jackson/Teton County Regional Housing Authority.

IT IS FURTHER RESOLVED, that the Jackson/Teton County Regional Housing Authority shall have the following powers:

- 1) To hear all appeals of decisions of the Housing Manager
- 2) To hold the current assets of the Housing Authority, with decisions about the purchase of, selling of, and/or leasing of assets through direction and authorization from the Teton County Board of County Commissioners and Jackson Town Council.
- 3) To hold all debt and liability of the Housing Authority, with decisions about the refinancing of debt, pay offs of debt, and other decisions affecting the debts and liabilities through direction and authorization from the Teton County Board of County Commissioners and Jackson Town Council.
- 4) May also serve as an advisory board on matters related to housing supply.

IT IS FURTHER RESOLVED, that the Jackson/Teton County Affordable Housing Department shall be created within the Teton County department structure. The Department shall be comprised of two divisions; Housing Supply and Housing Management. A Housing Director shall oversee the Jackson/Teton County Affordable Housing Department. The Housing Director shall be hired, fired, disciplined and supervised by the County Commissioners' Administrator, in consultation with the Town Manager. All staff of the Jackson/Teton County Affordable Housing Department shall be employees of Teton County and shall follow the policies and procedures of Teton County.

IT IS FURTHER RESOLVED, All expenditure and revenue transactions pertaining to the Department shall be recorded in a separate Special Revenue Fund that will be part of the County of Teton reporting entity. This special fund shall be called the Jackson/Teton County Affordable Housing Department (hereinafter referred to as "Fund"). The Town of Jackson and Teton County shall each finance joint and cooperative undertaking by the appropriation by each Party based upon the percentage of the most current census data utilized by the State of Wyoming in making sales tax distributions to the Town of Jackson and Teton County. The Town of Jackson will be given 3 years to come to a full funding level based on the most current census data, thus for fiscal year 2016-17, the Town of Jackson shall pay 1/3 of the full funding level based on the current census data (which is presently 45%) and then in fiscal year 2017-18 increase to 2/3 of the full funding level based on the current census data, and then finally in fiscal year 2018-19 pay the Town of Jackson's full share based on the current census data.

The annual fiscal year contribution shall be calculated in the prior year during the annual budgeting process. The combined contributions from the Parties will be the difference between the projected ending fund balance (on a modified accrual basis) and the agreed-upon targeted fund balance. The estimated fund balance calculation for the fiscal year of the contribution shall be calculated as follows:

Estimated Beginning Fund Balance
 Plus (+): All Estimated Program Sources
Minus (-): All Estimated Program Uses
Equals (=): Estimated Fund Ending Balance

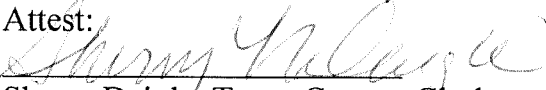
Subject to Teton County invoicing, the Town of Jackson will remit one-twelfth (1/12) of the approved annual contribution on a monthly basis throughout the fiscal year. All expenditures and revenue pertaining to the Fund will be paid/received by Teton County and recorded as a debit/credit to the Fund. The Town of Jackson will not accept Department revenue or incur Department expenditures other than through Teton County, except grant proceeds and grant-related expenditures where the Town of Jackson is the grantee. The Department is required to comply with both Parties' budgetary procedures, which includes format and timing requirements for appropriation requests. All appropriations and budgeted revenue need approval from both Parties before the budget is considered "approved." The Department will comply with both Parties' supplemental appropriation process. The fiscal year ending fund balance, calculated on the modified accrual basis of accounting, of the Fund will be reported by Teton County to the Town of Jackson as soon as the Teton County Audited Financial Statements are published. The desired level of the reserves, or the targeted fund balance, will be proposed by the Teton County Budget Officer, and will be reviewed each year during the annual budget process. Ownership of the reserves of the Fund is shared based upon the most current census data utilized by the State of Wyoming in making sales tax distributions to the Town of Jackson and Teton County. Investment of idle funds must be done in compliance with Teton County investment policy and Wyoming Statutes. The Parties intend to abide by all recommendations of their auditors. Recommendation of the parties' auditors proposed after the date hereof shall be deemed incorporated herein as they may be made from time to time. For purposes of timing, Financing Operations, Capital Expenditures and Budgeting, the Board shall be controlled by the more restrictive of the statutory fiscal procedures applicable to the Town and County. The funding of the Department shall be a negotiated process pursued in good faith by the sponsoring entities.

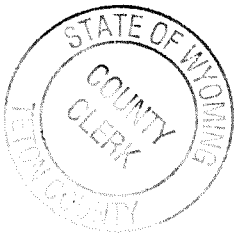
IT IS FURTHER RESOLVED, the Town of Jackson may at any time leave the Regional Housing Authority with a 120 day notice to Teton County of their desire to do so. Upon this termination, all properties jointly provided or funded by the parties hereto shall be allocated by mutual agreement between the parties.

Dated this 14th day of March, 2016

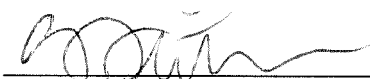
TETON COUNTY, WYOMING

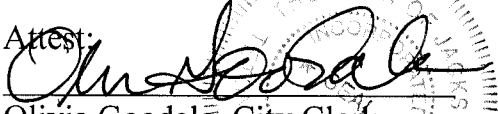

Barb Allen, Chairman
Teton County Board of County Commissioners

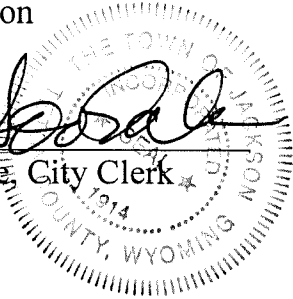
Attest:

Sherry Daigle, Teton County Clerk



TOWN OF JACKSON, WYOMING


Sara Flitner, Mayor
Town of Jackson

Attest:

Olivia Goodale, City Clerk



Teton County # 18-008

TOS # 18-02

AMENDMENT #3
TO THE 1990 RESOLUTION CREATING
THE TETON COUNTY HOUSING AUTHORITY

WHEREAS, the Teton County Board of County Commissioners passed a resolution on June 5, 1990 Declaring the Need for a Housing Authority to Function in Teton County, Wyoming; and

WHEREAS, on November 2, 1999 a Resolution was passed by the Teton County Board of County Commissioners that modified and amended the 1990 Resolution; and

WHEREAS, on March 14, 2016, the 1990 Resolution was amended by the Teton County Board of County Commissioners and approved by the Jackson Town Council of having the Town of Jackson join the Housing Authority and to form a Regional Housing Authority; and

WHEREAS, the Jackson Town Council and the Teton County Board of County Commissioners desire to approve a 3rd amendment to the original 1990 Resolution, specifically directing the Town of Jackson to distribute affordable housing exactions collected by the Town of Jackson to the Jackson/Teton County Housing Authority.

NOW THEREFORE, having duly met at a special meeting and considered the matter, it is

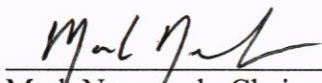
RESOLVED, that the 1990 Resolution is hereby amended by adding the paragraph delineated below to the 1990 Resolution as the last paragraph of the 1990 Resolution,

***"IT IS FUTHER RESOLVED**, that any and all affordable housing exaction funds collected by the Town of Jackson shall be distributed to the Jackson/Teton County Housing Authority in the same manner that Teton County distributes the affordable housing exaction funds to the Jackson/Teton County Housing Authority. All decisions on the expenditure of the exactions funds held by the Jackson/Teton County Housing Authority shall be made by the Jackson/Teton County Housing Authority with affirmation and approval by both the Jackson Town Council and Teton County Board of County Commissioners."*

Dated this 8 day of JANUARY, 2018

TETON COUNTY, WYOMING

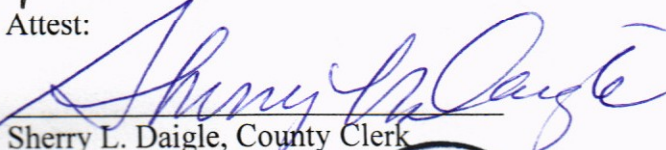
TOWN OF JACKSON, WYOMING

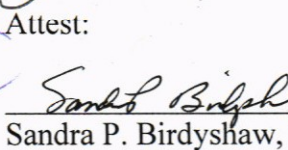

 Mark Newcomb, Chairman
 Teton County Board of County Commissioners

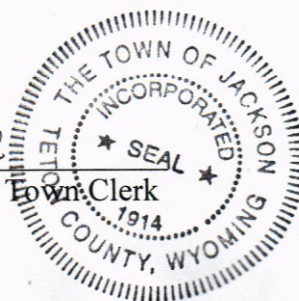
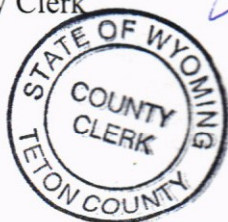

 Pete Muldoon, Mayor
 Town of Jackson

Attest:

Attest:


 Sherry L. Daigle, County Clerk


 Sandra P. Birdyshaw, Town Clerk



BYLAWS

Jackson/Teton County Housing Authority

ADOPTED June 15, 2016
AMENDED August 16, 2017
AMENDED September 5, 2018

BYLAWS

Jackson/Teton County Housing Authority

ARTICLE I

- A. Organization. The Jackson/Teton County Housing Authority, hereinafter referred to as the Board, is organized as a regional housing authority pursuant to Wyoming Statute §15-10-116(b); and is governed by the 1990 Resolution, amended in 1999 and then amended a 2nd time in 2016.

ARTICLE II

- A. Membership. The Board shall consist of three (3) members who shall be qualified electors of Teton County, Wyoming. Appointment, vacancies, length of terms, and removal shall be governed by the 2016 Amendment #2 to the 1990 Resolution.

ARTICLE III

- A. Term of Office. The term of office of members of the Board shall be five (5) years ending on the first Monday in February. The initial terms are staggered with the Housing Authority Commissioner appointed by the Teton County Board of County Commissioners to serve initially 5 years. The Housing Authority Commissioner appointed by the Jackson City Council to serve initially 4 years. The Housing Authority Commissioner appointed by the other two members of the Housing Authority shall serve initially 3 years. In January of the appropriate year, the Teton County Board of County Commissioners shall fill the vacancy created by the expiration of the member appointed by the Teton County Board of County Commissioner and Jackson Town Council shall fill any vacancy created by expiration of the member appointed by the Jackson Town Council. The two commissioners appointed by the Teton County Board of County Commissioners and Jackson Town Council shall then appoint the 3rd member when a vacancy is created by the expiration of the 3rd member's term. The Teton County Board of County Commissioners shall appoint a new member when necessary to fill a vacancy created by removal or resignation of their appointee. The Jackson Town Council shall appoint a new member when necessary to fill a vacancy created by removal or resignation of their appointee. The two commissioners appointed by the Teton County Board of County Commissioners and Jackson Town Council

shall appoint a new 3rd member when necessary to fill a vacancy created by removal or resignation of the 3rd member. Board members may be removed pursuant to Wyoming Statute §15-10-117.

- B. Election of Officers. The Board shall elect from its members a Chairman, Vice-Chairman, and Clerk; said officers to serve a term of one (1) year. Election of officers shall take place at the February meeting of each year and as otherwise required to fill vacancies.

ARTICLE IV

- A. Meetings. Meetings of the Board shall be open to the public and shall be conducted in accordance with Wyoming Statutes §§ 16-4-402 et seq. Regular meetings of the Board shall be held on the First Wednesday of each month at 2:00 p.m. at the Huff Memorial Old Teton County Library, 320 S. King St., Jackson, Wyoming. The chairman of the Board or a majority of Board members may call special or emergency meetings. The Board may also, by resolution, adopt in February of each year a schedule of regular monthly meetings as an alternative to the 3rd Wednesday of each month.
- B. Notice. Notice of regular, special or emergency meetings of the Board shall be provided in accordance with Wyoming Statutes §§16-4-404, specifically the notice accompanied by the proposed agenda to those that request in writing notice of future meetings and who have renewed such written request on an annual basis. Notice of regular meetings shall be sent to each member of the Board by giving verbal, electronic or written notice accompanied by the proposed agenda. Notice of special meetings shall be sent to each member of the Board and each newspaper of general circulation, radio or television station requesting the notice by giving verbal, electronic or written notice, accompanied by a statement of special business to come before the Board. Notice of emergency meetings shall be provided to each member of the Board by any of the above means or by telephone. A reasonable effort shall be made to offer public notice of emergency meetings.
- C. Record of Proceedings. The Clerk of the Board or his/her designee shall record minutes of each regular, special, and emergency meetings of the Board, shall transcribe and distribute the minutes to the members of the Board, and shall distribute the minutes to members of the public upon request.
- D. Attendance/Removal. Members are required to regularly attend all Board meetings. In the event that a Board member must be unavoidably absent, he/she shall notify the chairman or other designated officer as soon as possible prior to the meeting. After a member has been absent from fifty percent (50%) of the

regular meetings during a fiscal year, the Board shall submit a written request to the respective body that appointed that member requesting removal of the member pursuant to Wyoming Statute §15-10-117. For removal of the 3rd member, the Board may remove the 3rd member pursuant to Wyoming Statute §15-10-117.

- E. Voting. Votes may not be taken without a quorum of voting members present. Two (2) members shall constitute a quorum. A member of the board may attend a board meeting via telephone or video conferencing if approved by the Chair and so long as the member is able to participate in the full discussion of the issue.
- F. Compensation. Members of the Board shall serve without compensation, but shall be reimbursed for travel and per diem expenses, pursuant to Teton County policies.
- G. Conflicts of Interest. Any Board member who has a pecuniary interest in a matter pending before the Board, or who is likely to derive direct and tangible personal or professional benefit from particular resolution of the matter, shall declare a conflict of interest and shall not vote on any issue connected with the matter, and his/her presence at the meeting shall be disregarded for the purposes of obtaining a quorum for voting. The board member that declares a conflict shall remove themselves from the meeting room in order to not influence the vote with his or her presence

ARTICLE V

- A. Amendments. These bylaws may be amended by the Board, upon a majority vote of the board. The amendment must be presented at a Board meeting and then a 30 day comment period shall commence, prior to approval at the next meeting after the 30 day comment period has passed.

IN WITNESS WHEREOF, the undersigned have executed this agreement on the day and year indicated, but to be effective as of the day and year above written.

Jackson/Teton County Housing Authority

Matt Faupel, Chairman

date

Attest:

Danielle Goldyn-Haigh, Clerk

date

Travel Approval for Council and staff



2020 WAM Winter Conference Agenda

February 26-28, 2020, Little America Resort, Cheyenne, Wyoming

Wednesday, February 26th

12:00 p.m. Registration Opens
1:00 - 2:00 p.m. Leadership Training Services Committee
2:00 - 3:00 p.m. GOSMA
3:00 - 3:30 p.m. Break
3:30 - 5:00 p.m. WAM Board of Directors Meeting
5:30 - 6:00 p.m. Cocktail Hour
6:00 - 7:00 p.m. WAM Membership Dinner
7:00 - 10:00 p.m. Casino Night

Thursday, February 27th

All Day - Vendor Village
7:00 - 8:00 a.m. Breakfast Buffet
8:00 - 9:30 a.m. WAM Regional Meetings
9:45 - 11:15 a.m. Morning Breakouts
 Small Town Strategies: Cultivating Rural Wyoming – Wyoming Business Council
 Connecting with WYDOT – Director of WYDOT Maj. Gen. Luke Reiner
 Strategic Planning – Joe Coyne, Community Builders Incorporated
11:15 - 11:30 a.m. Refreshment Break
11:30 a.m. - 1:00 p.m. Keynote Session: Reinvent Your Leadership, Jim Mathis, CSP
1:00 - 2:00 p.m. Lunch
1:00 - 5:00 p.m. WAMCAT Board Meeting
2:15 - 3:45 p.m. Afternoon Breakouts
 Reinvent you Management Style – Jim Mathis, CSP
 Municipal Budgeting – Joe Coyne, Community Builders Incorporated
 Leveraging Demographic Data – Kassidy Sibrel, Wyoming Community Development Authority
4:00 - 5:30 p.m. WAM Business Meeting
7:00 - 10:00 p.m. Legislative Reception

Friday, February 28th

7:00 – 8:15 a.m. Breakfast Buffet

8:30 – 10:00 a.m. Morning Breakouts

Keeping Critical Staff With “Stay” Interviews – John Aguirre, City of Gillette

Elected Official Responsibilities in Auditing Process – Wyoming Department of Audit

Community Planning and Economic Development – Joe Coyne, Community Builders Inc.

10:00 – 10:30 a.m. Prizes Awarded and Adjourn

MEMORANDUM

TO: Mayor and Town Council

FR: Larry Pardee, Town Manager

DT: February 3, 2020

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 \$882,392 thus far for FY20 which is 76% of total projected collections. Accumulated collections are tracking at .56% below projections but are between 3.2% and 4.3% overlast years collections during this same time. January 2020 revenue represents collections from November 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. January collections are up 13.1% over the same collection period last year. Collections are currently tracking at \$80,686 more than budgeted. Please remember that we have 5 months of collections remaining for FY20 to account for before realizing any unanticipated revenue or overall shortage. January 2020 revenue represents collections from November 2019.

FY21 Budget Schedule

Below is the budget schedule for the FY21 budget. Please plug these dates into your calendar or discuss it as a group and vote on any changes to this schedule.

FY2021 DRAFT TOWN COUNCIL BUDGET MEETINGS SCHEDULE				
There may be many other meetings occurring during this time - the below list only reflects those associated with the FY2021 Budget				
Date	Day	Time	Event	Location
4/10/2020	Friday	5:00 P.M.	Budget Distributed/Released to Town Council - Not a Meeting	n/a
4/13/2020	Monday	10:00 - 12:00	Special Town Council Workshop (Budget Overview) 2 hrs	Town Council Chambers
4/22/2020	Wednesday	9:00 - 5:00	Special JIM - Budget Human Services	County Commissioner's Chambers
4/23/2020	Thursday	9:00 - 5:00	Special JIM - Budget Joint Departments	County Commissioner's Chambers
4/27/2020	Monday	1:00 - 5:00	Special Town Council Workshop - Budget Discussion	Town Council Chambers
4/28/2020	Tuesday	1:00 - 5:00	Special Town Council Workshop - Budget Discussion	Town Council Chambers
5/4/2020	Monday	9:00 - 12:00	Special Town Council Workshop - Budget Discussion (Lunch Included)	Town Council Chambers
5/11/2020	Monday	9:00 - 12:00	Special Town Council Workshop - Budget Discussion (Lunch Included)	Town Council Chambers
5/18/2020	Monday	9:00 - 12:00	Special Town Council Workshop - Budget Discussion (Lunch Included)	Town Council Chambers
5/18/2019	Monday	3:00 P.M.	Regular Town Council Workshop Meeting - Budget Discussion (if needed)	Town Council Chambers
6/1/2020	Monday	6:00 P.M.	Regular Town Council Meeting - Budget Discussion (if needed)	Town Council Chambers
6/15/2020	Monday	6:00 P.M.	Regular Town Council Meeting - Budget Adoption	Town Council Chambers

Example of Excellent Cooperation between Dispatch, Fire/EMS, JPD

On January 21, at 10:06 p.m., the Teton County Sheriff's Office Dispatch center received a report of a gas leak at a home. Our dispatchers are a dedicated group of men and women who take their jobs seriously. If you've ever seen them work, it's incredible the amount of multitasking they are required to do. In this instance, they took

the initial call of a leaking propane tank and the heavy odor of propane in a home. Within the span of a few minutes, they had Fire/EMS and Police responding. Officer Stephen O'Donnell and Cpl. Jeromie Traphagan arrived first and evacuated the occupants, one who needed assistance getting in his wheel chair. Fire showed up next and turned off the gas and ventilated the house, followed by EMS to make sure everyone was okay. It was a great job by everyone involved and we appreciate our Dispatch, Fire and EMS partners for helping to keep the community safe.

Holiday Cash

For the last several years running, the Jackson Police Department has been provided money by private donors to hand out during the holidays. The object is to create positive experiences with law enforcement by having officers help those in need, reward those we find doing good or who are working hard. This year, \$13,000 was donated for the Police Department to give out to unsuspecting members of the public. Each officer receives \$500 to give out. Officers record each contact, log when and where they gave it, and go looking for opportunities to hand it out. If they run out, they go back to Sgt. Weber for more. If they can't find anyone, they give it back to be issued to another officer. Officers have given money to nurses, janitors and waitresses. Officers have given the money to school teachers and to others working on Christmas Eve and Christmas Day. Funds were also used on New Year's Eve to pay for taxi rides home. They took some of that money and provided an Uber and hotel for a victim of a crime. One officer stopped a vehicle for an expired registration and instead of writing the driver a ticket, gave them money to pay for their registration. In another instance we stopped a mother who didn't have a car-seat for her child and bought her one. They also helped purchase a new cell phone for one that was lost during a traffic accident and bought a couple of bus tickets to Florida to some persons in need. The Police Department is very appreciative of the donors who make this very positive event possible.

174 N. King Efforts

The finalization of the negotiations and documents for the 174 N King project was a big lift. It was technical and challenging to get that to fruition quickly, thus providing the Housing Trust the opportunity to break ground this spring. A big thank you to Lea Colasuonno and April Norton for their work on this project.

START 2020 – 2025 Route Plan

The START 2020 – 2025 Route Plan is proceeding and there are a number of public outreach events planned for the week of February 3rd, 2020 to present the preferred alternatives and solicit community and stakeholder feedback.

Tuesday – February 4, 2020

8:30a.m. – 10:30a.m.: Open house at TVA & JHMR – TVA Office (7020 N Rachel Way)

1:00p.m. – 3:00p.m.: Presentation at START Bus Facility Lobby

5:00p.m. – 7:00p.m.: Presentation at Jackson Town Council Chambers

Wednesday – February 5, 2020

10:00a.m. – 12:00p.m.: Pop-up open house at Teton County/Jackson Recreation Center Lobby

Thursday – February 6, 2020

8:30a.m. – 10:30a.m.: Pop-up open house at St. John's Hospital (outside the café)

Additionally, LSC will be meeting staff, key stakeholders, and other interested community members over the course of the week. It is critical that as many people as possible participate, as the preferred alternatives represent significant change.

The project is in its final months and remaining planning steps will move quickly towards the draft and final plan. The complete draft of the Final Route Plan is slated to be complete and delivered to START on March 20, 2020 with a presentation to the START Board on April 9, 2020 and a presentation to the JIM in early May.

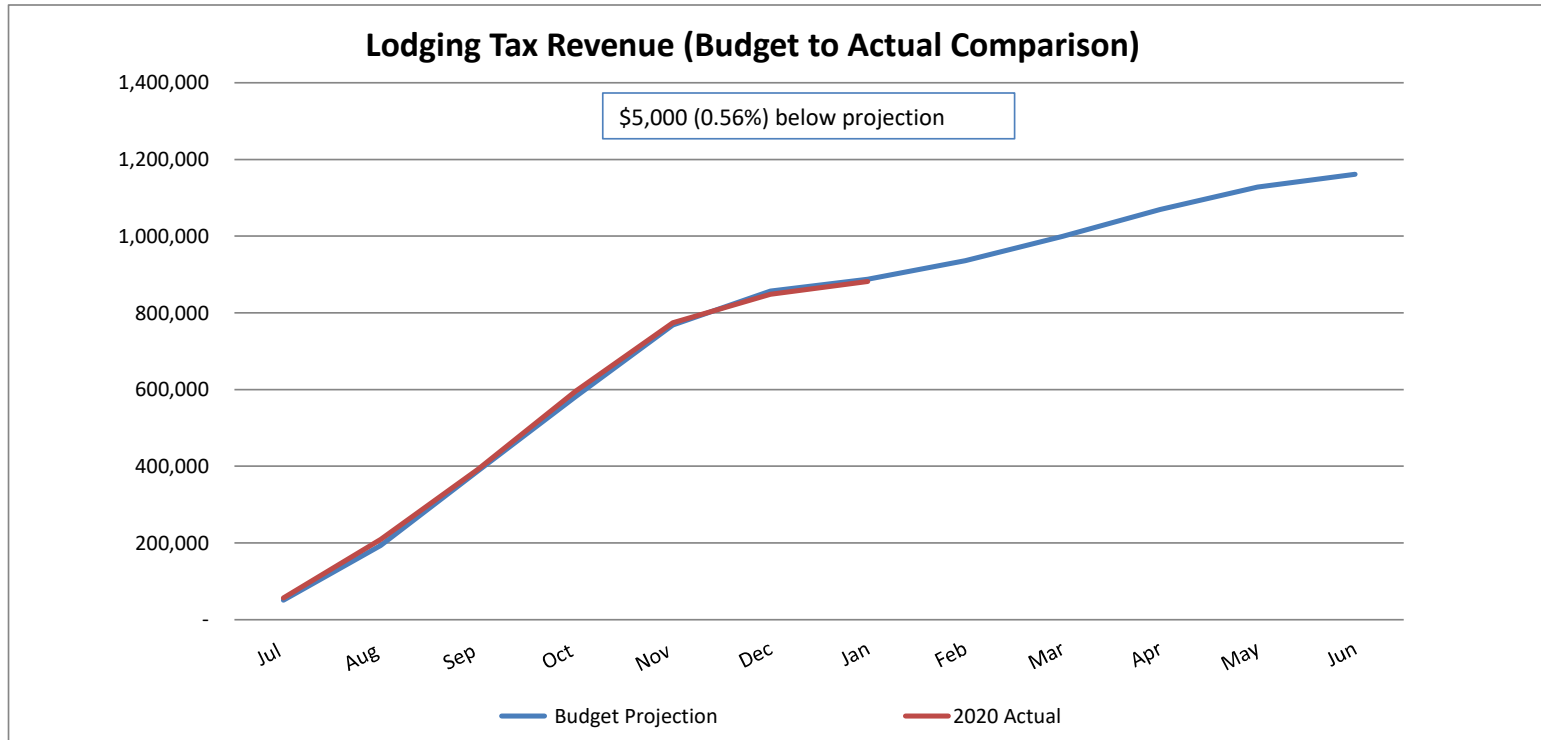
TOWN OF JACKSON, WYOMING
LODGING TAX REPORT
 January-20

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	1,300,062	780,037	390,019	130,006	152,419	50,806	203,226	39.1%	237,599	79,200	316,799	60.9%
November	1,411,814	847,088	423,544	141,181	134,009	44,670	178,679	31.6%	289,535	96,512	386,046	68.4%
December	383,766	230,259	115,130	38,377	55,769	18,590	74,358	48.4%	59,361	19,787	79,148	51.6%
January	134,644	80,786	40,393	13,464	25,391	8,464	33,855	62.9%	15,002	5,001	20,003	37.1%
February	-	-	-	-	-	-	-	---	-	-	-	---
March	-	-	-	-	-	-	-	---	-	-	-	---
April	-	-	-	-	-	-	-	---	-	-	-	---
May	-	-	-	-	-	-	-	---	-	-	-	---
June	-	-	-	-	-	-	-	---	-	-	-	---
Totals	\$ 5,775,017	\$ 3,465,010	\$ 1,732,505	\$ 577,502	\$ 661,794	\$ 220,598	\$ 882,392	38.2%	\$ 1,070,711	\$ 356,904	\$ 1,427,615	61.8%

	Visitor Impact	General Fund	Total
TOJ Budget	\$ 871,120	\$ 290,373	\$ 1,161,493
Budget Remain	\$ 209,326	\$ 69,775	\$ 279,101
Earned			76.0%
Remaining			24.0%

12 Month
Rolling Avg
6.1%

	FY2019 Year-to-Date	FY2020 Year-to-Date	Increase (Decrease)	
T&T 60%:	\$ 3,358,175	\$ 3,465,010	\$ 106,835	3.2%
TOJ 30% Visitor:	634,659	661,794	27,135	4.3%
TOJ 10% General:	211,553	220,598	9,045	



TOWN OF JACKSON, WYOMING
SALES TAX COLLECTIONS (4% and 1%)
January-20

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		
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%	2,084,456	215,710	11.5%	6.7%	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%	2,203,274	325,291	17.3%	8.7%	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%	1,154,908	(180,419)	-13.5%	5.5%	Oct
Jan	600,037	655,026	54,989	9.2%	680,672	25,645	3.9%	745,047	64,375	9.5%	842,559	97,512	13.1%	5.7%	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%	\$ 11,004,031	\$ 595,545	5.7%		

Budgeted Sales Tax for FY 2020 3.50% \$ 16,249,500
Budgeted Sales Tax Year-to-Date 10,923,375
Actual Sales Tax Collected Year-to-Date 11,004,031
Leading (Lagging) Budget - through January \$ 80,656

