



# TOWN OF JACKSON PLANNING & BUILDING DEPARTMENT

## TRANSMITTAL MEMO

### Town of Jackson

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

### Joint Town/County

- ☐ Parks and Recreation  
☐ Pathways  
☐ Joint Housing Dept

### Teton County

- ☐ Planning Division

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

### State of Wyoming

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

### Federal Agencies

- ☐ Army Corp of Engineers

### Utility Providers

- ☐ Qwest  
☐ Lower Valley Energy  
☐ Bresnan Communications

### Special Districts

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

Date: June 29, 2023

Item #: P23-114

Planner: Tyler Valentine

Phone: 733-0440 ext. 1305

Email: [tvalentine@jacksonwy.gov](mailto:tvalentine@jacksonwy.gov)

### Owner

Foam Capital, LLC  
PO Box 6368  
Jackson, WY 83002

### Applicant

Peter Pillman, IBI Group  
10 Exchange Place STE 112  
SLC, UT 84111

### REQUESTS:

The applicant is submitting an administrative adjustment to reduce building frontage for the property located at 105 E Broadway Ave., legally known as PT. SW1/4SW1/4, SEC. 27, TWP. 41, RNG. 116 PIDN: 22-41-16-27-3-00-012

For questions, please call Tyler Valentine at 733-0440, x1305 or email to the address shown below. Thank you.

**Please respond by: July 20, 2023 (with Comments)**

**RESPONSE:** For Departments not using Trak-it, please send responses via email to:  
[alangley@jacksonwy.gov](mailto:alangley@jacksonwy.gov)



Arcadis, a California Partnership  
10 Exchange Place, Suite 100 | Salt Lake City UT | 84111 | USA

June 28, 2023

Paul Anthony  
Planning Director  
Town of Jackson  
P.O. Box 1687  
Jackson, WY 83001

**PROJECT: "KING OF BROADWAY" at 105 E Broadway, Jackson, WY**

Dear Mr. Anthony,

Please accept this application for Administrative Adjustment for the property "KING of Broadway" located at 105 East Broadway, Jackson, WY 83001.

Lot PT. SW1/4SW1/4, SEC. 27, TWP. 41, RNG. 116  
PIDN: 22-41-16-27-3-00-012

Application is to get relief and reduce the 13'-6" pedestrian frontage to 10' under LDR Section 8.8.2.B.12.

Included in this application are the following items:

- Application
- Letter of Authorization
- Site Plan

We are looking forward to your review and seek your approval.

Sincerely,

A handwritten signature in blue ink that reads 'P. F. Pillman'.

Peter Pillman, AIA  
Project Director



**PLANNING PERMIT APPLICATION**  
**Planning & Building Department**

150 E Pearl Ave. | ph: (307) 733-0440  
P.O. Box 1687 | [www.townofjackson.com](http://www.townofjackson.com)  
Jackson, WY 83001

**For Office Use Only**

Fees Paid \_\_\_\_\_ Date & Time Received \_\_\_\_\_  
Application #s \_\_\_\_\_

**Please note:** Applications received after 3 PM will be processed the next business day.

**PROJECT.**

Name/Description: \_\_\_\_\_  
Physical Address: \_\_\_\_\_  
Lot, Subdivision: \_\_\_\_\_ PIDN: \_\_\_\_\_

**PROPERTY OWNER.**

Name: \_\_\_\_\_ Phone: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_ ZIP: \_\_\_\_\_  
E-mail: \_\_\_\_\_

**APPLICANT/AGENT.**

Name: \_\_\_\_\_ Phone: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_ ZIP: \_\_\_\_\_  
E-mail: \_\_\_\_\_

**DESIGNATED PRIMARY CONTACT.**

\_\_\_\_\_ Property Owner \_\_\_\_\_ Applicant/Agent

**TYPE OF APPLICATION.** Please check all that apply; review the type of application at [www.townofjackson/200/Planning](http://www.townofjackson/200/Planning)

**Use Permit**

\_\_\_\_\_ Basic Use  
\_\_\_\_\_ Conditional Use  
\_\_\_\_\_ Special Use

**Relief from the LDRs**

\_\_\_\_\_ Administrative Adjustment  
\_\_\_\_\_ Variance  
\_\_\_\_\_ Beneficial Use Determination  
\_\_\_\_\_ Appeal of an Admin. Decision

**Physical Development**

\_\_\_\_\_ Sketch Plan  
\_\_\_\_\_ Development Plan  
\_\_\_\_\_ Design Review

**Subdivision/Development Option**

\_\_\_\_\_ Subdivision Plat  
\_\_\_\_\_ Boundary Adjustment (replat)  
\_\_\_\_\_ Boundary Adjustment (no plat)  
\_\_\_\_\_ Development Option Plan

**Interpretations**

\_\_\_\_\_ Formal Interpretation  
\_\_\_\_\_ Zoning Compliance Verification

**Amendments to the LDRs**

\_\_\_\_\_ LDR Text Amendment  
\_\_\_\_\_ Map Amendment

**Miscellaneous**

\_\_\_\_\_ Other: \_\_\_\_\_  
\_\_\_\_\_ Environmental Analysis

**PRE-SUBMITTAL STEPS.** To see if pre-submittal steps apply to you, go to [www.townofjackson.com/200/Planning](http://www.townofjackson.com/200/Planning) and select the relevant application type for requirements. Please submit all required pre-submittal steps with application.

Pre-application Conference #: \_\_\_\_\_ Environmental Analysis #: \_\_\_\_\_  
Original Permit #: \_\_\_\_\_ Date of Neighborhood Meeting: \_\_\_\_\_

**SUBMITTAL REQUIREMENTS.** Please ensure all submittal requirements are included. The Planning Department will not hold or process incomplete applications. Partial or incomplete applications will be returned to the applicant. Go to [www.townofjackson.com/200/Planning](http://www.townofjackson.com/200/Planning) and select the relevant application type for submittal requirements.

Have you attached the following?

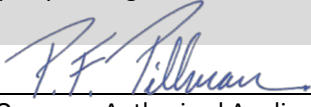
\_\_\_\_\_ **Application Fee.** Fees are cumulative. Go to [www.townofjackson.com/200/Planning](http://www.townofjackson.com/200/Planning) and select the relevant application type for the fees.

\_\_\_\_\_ **Notarized Letter of Authorization.** A notarized letter of consent from the landowner is required if the applicant is not the owner, or if an agent is applying on behalf of the landowner. Please see the Letter of Authorization template at <http://www.townofjackson.com/DocumentCenter/View/845/LetterOfAuthorization-PDF>.

\_\_\_\_\_ **Response to Submittal Requirements.** The submittal requirements can be found on the TOJ website for the specific application. If a pre-application conference is required, the submittal requirements will be provided to applicant at the conference. The submittal requirements are at [www.townofjackson.com/200/Planning](http://www.townofjackson.com/200/Planning) under the relevant application type.

**Note:** Information provided by the applicant or other review agencies during the planning process may identify other requirements that were not evident at the time of application submittal or a Pre-Application Conference, if held. Staff may request additional materials during review as needed to determine compliance with the LDRs.

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

  
\_\_\_\_\_  
Signature of Property Owner or Authorized Applicant/Agent

\_\_\_\_\_  
Date

\_\_\_\_\_  
Name Printed

\_\_\_\_\_  
Title



Town of Jackson  
 150 E Pearl Avenue  
 PO Box 1687, Jackson, WY 83001  
 P: (307)733-3932 F: (307)739-0919  
 www.jacksonwy.gov

Date:

## LETTER OF AUTHORIZATION

### NAMING APPLICANT AS OWNER'S AGENT

**PRINT** full name of property owner as listed on the deed when it is an individual OR print full name and title of President or Principal Officer when the owner listed on the deed is a corporation or an entity other than an individual: Jeff Neishabouri Title: President

Being duly sworn, deposes and says that Jeff Neishabouri (Foam Capital LLC) is the owner in fee of the premises located at: \_\_\_\_\_  
 Name of legal property owner as listed on deed

Address of Premises: 105E Broadway Jackson, WY 83001

Legal Description: Lot PT. SW1/4SW1/4, SEC. 27, TWP. 41, RNG. 116 PIDN: 22-41-16-27-3-00-012

Please attach additional sheet for additional addresses and legal descriptions

And, that the person named as follows: Name of Applicant/agent: Peter Pillman

Mailing address of Applicant/agent: 10 Exchange Place, Suite 100; Salt Lake City UT 84111 United States

Email address of Applicant/agent: peter.pillman@arcadis.com

Phone Number of Applicant/agent: 435-640-6500

Is authorized to act as property owner's agent and be the applicant for the application(s) checked below for a permit to perform the work specified is this(these) application(s) at the premises listed above:

☒ Development/Subdivision Plat Permit Application ☐ Building Permit Application

☐ Public Right of Way Permit ☐ Grading and Erosion Control Permit ☐ Business License Application

☐ Demolition Permit ☐ Home Occupation ☐ Other (describe) \_\_\_\_\_

Under penalty of perjury, the undersigned swears that the foregoing is true and, if signing on behalf of a corporation, partnership, limited liability company or other entity, the undersigned swears that this authorization is given with the appropriate approval of such entity, if required.

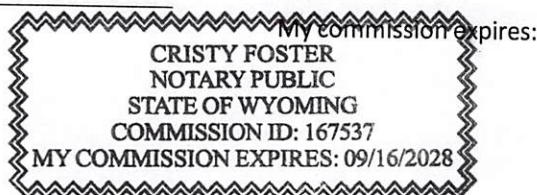
\_\_\_\_\_  
 Property Owner Signature

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

STATE OF Wyoming )  
 ) SS.  
 COUNTY OF Teton )

The foregoing instrument was acknowledged before me by Jeff Neishabouri this 16<sup>th</sup> day of May, 2023. WITNESS my hand and official seal.

\_\_\_\_\_  
 Notary Public



My commission expires:

9/16/2028



**PARKING REQUIREMENTS FOR PROPOSED 105W BROADWAY.**

PARKING REQUIREMENTS FOR PROPOSED 105W BROADWAY.

| USE                                  | NUMBER OF UNITS | REQUIRED PARKING    |
|--------------------------------------|-----------------|---------------------|
| SHORT TERM RENTAL                    | 2 BR.           | 2                   |
| LONG TERM RENTAL                     | 2 BR.           | 1                   |
| SHORT TERM RENTAL                    | 3 BR.           | 1                   |
| WORKFORCE DEED REST.                 | 1 BR.           | 1                   |
| TOTAL PARKING REQUIREMENTS           |                 | 1.5 STALLS REQUIRED |
| SHORT TERM RENTAL/WORKFORCE UNITS    |                 |                     |
| RETAIL 2.25 SPOTS / 1000 SF          |                 |                     |
| GENERATES 1.11 SPOTS                 |                 |                     |
| RETAIL OFFSET BY EXISTING 15 CREDITS |                 |                     |
| TANDEM PARKING REQUIRES 20' x 22 FT  |                 |                     |

