



# TOWN OF JACKSON TOWN COUNCIL AGENDA DOCUMENTATION

**PREPARATION DATE:** OCTOBER 10, 2016  
**MEETING DATE:** OCTOBER 17, 2016

**SUBMITTING DEPARTMENT:** PLANNING & BUILDING  
**DEPARTMENT DIRECTOR:** TYLER SINCLAIR  
**PRESENTER:** TYLER SINCLAIR

**APPLICANT:** JACKSON HOLE CLASSICAL ACADEMY-MARY O'MALLEY

**SUBJECT:** TEMPORARY SIGN PERMIT –Ceremony of Carols

## 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 one (1) temporary banner to be located at 105 Buffalo Way (Albertsons). The display dates will be December 11, 2016 through December 17, 2016.

Section 5.6.1.4 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.

## ALIGNMENT WITH COUNCIL'S STRATEGIC INTENT

Staff finds that the proposal is consistent with Council's strategic intent.

## ATTACHMENTS

Applicant Submittal

## FISCAL IMPACT

None

## STAFF IMPACT

None

## LEGAL REVIEW

N/A

RECOMMENDATION

The Planning Director makes no recommendation of the banners located at 105 Buffalo Way, subject to the following conditions:

1. The use of the site shall be granted by the property owner.
2. The signs shall not be located on the sidewalks or in the public right of way.
3. The signs may be installed on December 11, 2016 and shall be removed on December 17, 2016.

SUGGESTED MOTION

I move to **approve** the temporary banner in conjunction with Jackson Hole Classical Academy, 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
Planning Division

150 East Pearl Ave. | ph: (307) 733-0520 or
P.O. Box 1687 (307) 733-0440
Jackson, WY 83001 fax: (307) 734-3563
www.townofjackson.com

EVENT NAME:

Event Name: Ceremony of Carols Physical Address of Event: 3255 West High School Rd.
Description of Event: Concert put on by Jackson Hole Classical Academy student choir

EVENT SPONSOR/APPLICANT:

Name: Mary O'Malley (for Jackson Hole Classical Academy) Phone: 508-404-6043
Mailing Address: 4350 Nethercott Lane Wilson, WY ZIP: 83014
E-mail: momalley@jhclassical.org Non-Profit: X For Profit:

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

Table with 2 columns for banner locations. Each row includes fields for Business/Description, Physical Address, Dates of Display, and Consent from Owner Obtained? (Yes/No).

SUBMITTAL REQUIREMENTS. Attach the following:

- X Illustration of each proposed sign that includes dimensions, colors, materials and type of sign.
X Installation specifications, and any structural details or specifications required for freestanding signs.

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

Mary O'Malley
Signature of Authorized Event Applicant
Mary O'Malley
Applicant Name Printed

10/3/16
Date
Advancement & Marketing
Title

Corrugated  
Plastic  
Sign

NAVY



NAVY

NAVY  
TEXT

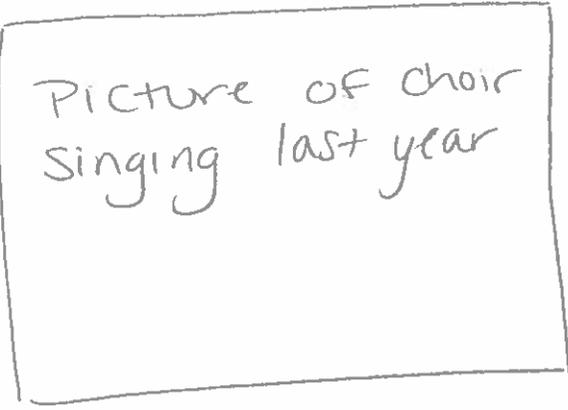
# Jackson Hole Classical Academy

Gold Text

Join us for the  
Ceremony  
of  
Carols

160 inches

Tuesday, December 20th  
10:30 P.M.



[www.jhclassical.org](http://www.jhclassical.org)

NAVY  
text

NAVY

*"Educating the mind  
without educating the heart  
is no education at all." -Aristotle*

Installation  
Ladder, rope, and  
2-3 people.