



TOWN OF JACKSON TOWN COUNCIL AGENDA DOCUMENTATION

PREPARATION DATE: SEPTEMBER 28, 2016
MEETING DATE: OCTOBER 3, 2016

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

SUBJECT: **ITEM P16-067 & P16-068:** DEVELOPMENT PLAN & HILLSIDE CONDITIONAL USE PERMIT (CUP) FOR A TWO LOT SUBDIVISION AT 831 UPPER CACHE CREEK DRIVE.

APPLICANT: ON SIGHT LAND SURVEYORS, INC., TODD CEDARHOLM

OWNER: BEN & ANN READ

REQUESTED ACTION

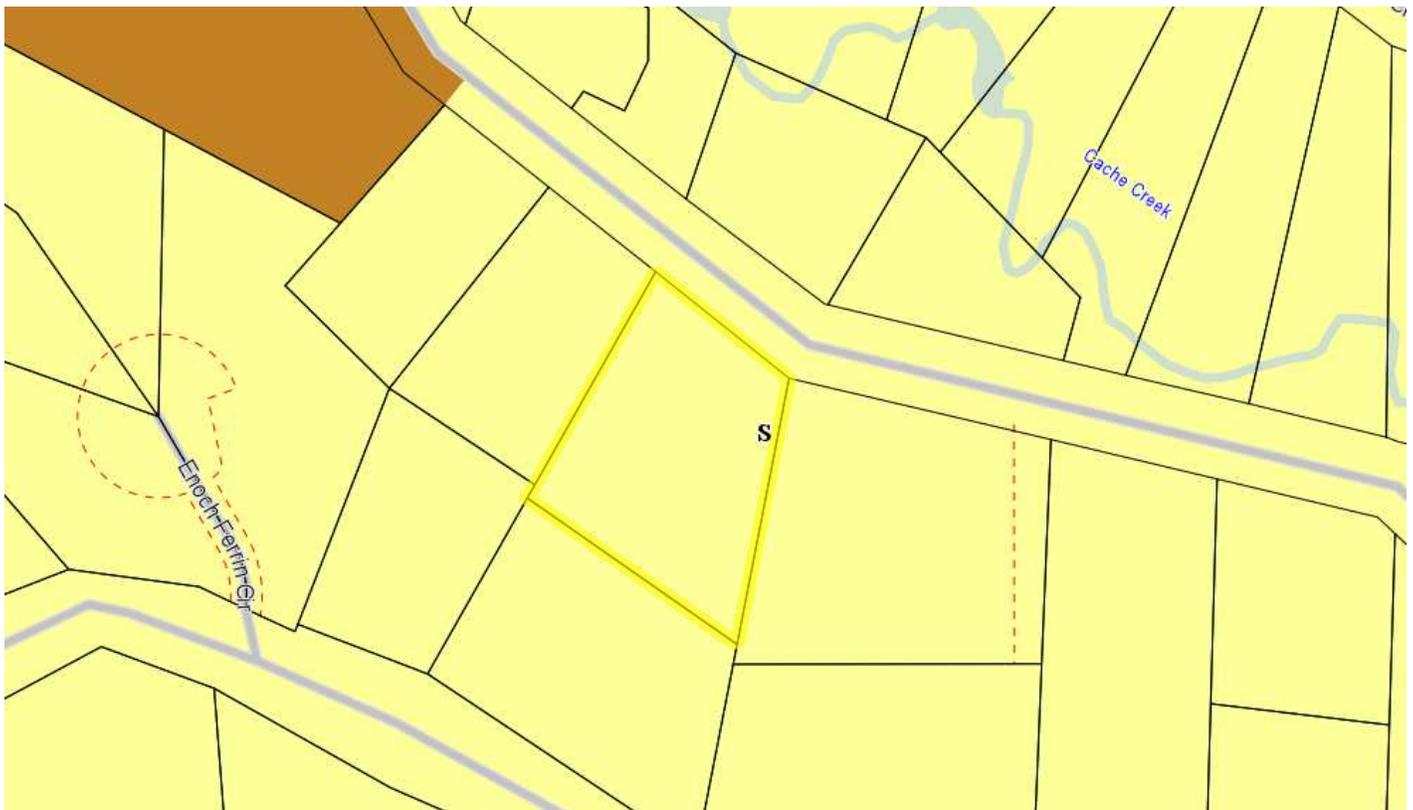
The applicant is requesting approval for a Hillside Conditional Use Permit (CUP) and Development Plan for a two lot subdivision located at 831 Upper Cache Creek Drive.

APPLICABLE REGULATIONS

Section 8.3.2 Development Plan
Section 8.4.2 Conditional Use Permit
Section 5.4.1 Steep Slopes

LOCATION

The property is located at 831 Upper Cache Creek Drive, legally described as Lot 401, Ferrin 4th Addition to the Town of Jackson. An aerial photo and zoning map are shown below:



BACKGROUND

The subject property is zoned Suburban-Town (S-ToJ) and is .75 acres (32,640 SF) in Gross Site Area which exceeds the minimum lot size of 12,000 SF for S-ToJ lots. The properties to the North, South, East and West are all zoned S-ToJ as well. According to the County Assessor's records, the site consists of a 3,681 SF, two-story, single-family home with a 675 SF attached garage and 211 SF shed. The site's topography consists of some areas with slopes greater than 25%, all of which are man-made as a result of previous grading activities related to the original home and driveway improvements. In regards to access, the existing single-family home has vehicular access directly from Upper Cache Creek Drive from a 150' long driveway. It should be noted that an Administrative Adjustment was approved in 2016 (P16-003) for a side (east) setback of 13.2' where 15' is required.

PROJECT DESCRIPTION

The applicant is proposing to subdivide the subject property into two lots, however prior to submittal of a Subdivision Plat, the Land Development Regulations (LDRs) require that a Development Plan be submitted and approved for the proposed lot configuration to confirm that the newly created lot(s) are consistent with the LDRs in terms of minimum lot size, access, setbacks, etc. In addition, the applicant is requesting approval of a Hillside CUP based on the existence of average cross-slopes greater than 10%. According to the LDRs, lots that were legally platted prior to November 9, 1994 are exempt from obtaining a Hillside CUP, however, new subdivisions are not exempt thus requiring the CUP.

As shown on the attached site plan, the applicant is proposing to subdivide the existing 32,640 SF lot into two lots; Lot 1 (comprised of the existing home) being 19,295 SF and Lot 2 being 13,345 SF. Based on the applicant's research and historical aerial maps, the site has been subject to disturbance and grading for the past 70 years (Please see aerial attachments). Because the sloped areas above 25% are considered man-made, both lots will not be subject to determining the Base Site Area which would otherwise deduct 50% of slopes over 25%. Lot 2, however, is subject to Adjusted Site Area, which is used to calculate the allowed Lot Coverage by deducting all land within existing vehicular easements from the Gross Site Area. As a result, Lot 2 has a Gross Site Area of 13,345 SF which is used for FAR and LSR, however the Adjusted Site Area is 10,526 SF which is used to determine the Lot Coverage. Both Lot 1 & Lot 2 do meet the minimum lot size requirements for land division according to the LDRs.

The new configuration shows Lot 1 (with the existing house) to the south and Lot 2 to the north. With the proposed configuration, access to Lot 1 will require an easement over Lot 2 utilizing the existing driveway. Access to Lot 2 will also be taken from the existing driveway, however a new access will need to be constructed connecting the existing driveway to the new building pad. As shown on the proposed lot configuration, both lots are able to meet the required setback requirements of 25' front, 15' side and 40' rear and allow reasonable building envelopes.

Below is the development potential and requirements for Lots 1 & 2:

	Allowed/Required	Lot 1 (existing house)	Lot 2	Complies?
FAR	30%	23% or 4,394 SF	Allowed: 30% or 4,004 SF	Yes
LSR	60%	78% or 14,990 SF	Minimum: 60% or 8,007 SF	Yes
Lot Coverage	26%	22% or 4,305 SF	Allowed: 26% or 2,737 SF	Yes
Lot Size	12,000 SF	19,295 SF (gross)	13,345 SF (gross) 10,526 SF (adjusted)	Yes

Height	28'	Existing	N/A	Yes
Parking	2 per dwelling	2 spaces	2 spaces	Yes
Front Yard Setback	25'	25'	25'	Yes
Rear Yard Setback	40'	40'	40'	Yes
Side Yard Setback (east)	15'	13.2' ¹	15'	Yes
Side Yard Setback (west)	15'	15'	15'	Yes

1. An Administrative Adjustment was approved in 2016 for a 13.2' side (east) setback for the existing single-family home under Planning Item P16-003.

STAFF ANALYSIS

Conformance with the Comprehensive Plan

This site is located within District 6, specifically Subarea 6.2 – Upper Cache which is a stable area which limits the amount of density to one single-family home per lot and encourages hillside sensitive development toward steep slopes, landscaping and wildlife corridors. As stated in the Staff Findings section below, staff finds that the proposed project is in conformance with the Comprehensive Plan. The proposed development meets many of the goals of the Comprehensive Plan as the applicant is not proposing more dwelling units than permitted. The applicant has also addressed hillside development through a site specific reconnaissance level soil and subsurface investigation and also submitted an environmental analysis to address any potential wildlife concerns.

Conformance with Other Applicable Regulations

The purpose of the Development Plan is to review the proposed lot split for compliance with the LDRs prior to submittal of a Subdivision Plat. Typical review includes verifying compliant vehicular access, minimum lot size, resulting building envelopes, etc. As proposed, staff finds that both Lot 1 and Lot 2 are consistent with the LDRs and are compatible with the surrounding neighborhood.

Lot 1 is the larger of the two proposed lots at 19,295 SF and as stated in the table above, it meets all required dimensional limitations of the LDRs for Suburban lots. Lot 1 already has an existing single-family home that meets both side and rear setbacks, thus the main element to verify was the front yard setback requirement of 25' which has been met. Lot 1 will continue to utilize the existing driveway but an access easement across Lot 2 will need to be recorded to provide access to Lot 1 at time of Final Plat.

Lot 2 is the smaller of the two lots at 13,345 SF and currently has no development nor does the owner intend to develop at this time. In reviewing the proposal, Lot 2 also meets all required dimensional limitations for Suburban lots. The development potential would allow a 4,004 SF single-family home, 2,737 SF of which could be a building footprint. Lot 2 will have access from the existing driveway and at the time of Final Subdivision Plat an access easement will need to be recoded which benefits Lot 1.

Hillside Conditional Use Permit (CUP)

Hillside CUP: Under Sec. 5.4.1.D Standards for Hillside Areas, any lot of record with an average cross-slope of 10% requires a Hillside CUP to allow any terrain disturbance, even if the proposed development would not disturb any slope of greater than 10%. Single-family detached homes on lots legally platted prior to

November 9, 1994 are exempted, however because the applicant is further subdividing the lot into two lots, the exemption no longer applies. The applicant's site requires a Hillside CUP for development.

The following standards and criteria are required to be met for approval of Hillside CUP:

1. *The amount of terrain disturbance related to the otherwise allowable or conditioned uses for the property and the proposed mitigation efforts;*

The primary terrain disturbance (the building envelop for Lot 2) will be within areas previously disturbed. As shown on the aerials and topography maps, Lot 2's building envelop falls within the man-made slopes which is viewed as less of an impact in terms of natural vegetation disturbance. In regards to steep slopes and related mitigation measures, the applicant was required to submit a site specific reconnaissance level soil and subsurface investigation to determine whether the proposed building area is adequate for a future single-family home. As stated above in the staff analysis, the report concluded that the slopes at the development site are geologically stable. The report was sent out for third party review which confirmed the findings of the geotechnical report and site analysis. Furthermore, the overall terrain disturbance from an additional lot/unit is not more than what would be allowed if the lot was not subdivided and the owner decided to continue developing within their allowed FAR, Lot Coverage and LSR for one single-family home with no CUP required.

2. *Retention or replacement of native, existing vegetation consistent with any proposed lawful use of the property;*

Based on previous grading activity for the existing home and roads, the remaining portions of the site (to the north) that have been disturbed and compromised will be the proposed location for the building pad and access driveway for Lot 2. Given these conditions, the amount of vegetation proposed to be impacted will be consistent with any proposed lawful use of the property.

3. *Mitigation measures for mitigating impacts on wildlife or crucial winter range; and*

The applicant has provided an environmental analysis from Alder Environmental LLC that analyses the potential impacts to wildlife from the proposed project. The report concluded that the project site is not located within the Natural Resource Overlay (NRO) or a mapped crucial winter range or migration corridor. In addition, adverse impacts to wildlife have not been identified. Staff finds that the project is consistent with this Hillside CUP standard.

4. *Mitigation measures for avoiding or minimizing visual impacts, subsurface, and any other natural hazards associated with hillside development.*

Visual analysis: The applicant has provided a visual analysis of what allowable development would generally look like on the proposed lot. Based on the building envelop, the proposed building location is in the center of the newly created lot and will be required to abide by the current height restrictions within the Suburban zoning district. Staff finds that the proposed development will be in keeping with the existing neighborhood character and will not have significant visual impacts.

Reconnaissance level soil and subsurface investigation: The applicant has also provided a site specific reconnaissance level soil and subsurface investigation and slope stability analysis of the proposed site. The conclusion stated that *' the dense, clayey silty gravel and cobble with boulder colluvium, found at depths between 4.5 and 5.0 feet below the ground surface, will provide an adequate bearing surface for most foundation elements.'* Town Engineering has reviewed the applicant's reconnaissance level soil and subsurface investigation and has no comments or concerns related to the findings/conclusion.

The reconnaissance level soil and subsurface investigation received third party review by Y2 Consultants who provided a written response to the Town (attached) which supports the findings in the report. Staff finds that the project is consistent with this Hillside CUP standard for visual and reconnaissance level soil and subsurface investigation.

Affordable/Employee Housing

According to LDR Section 7.4.2.D.10 - Exemptions to Affordable Housing Standards, The subdivision of a previously platted residential lot into no greater than two lots shall be exempt from the affordable housing standards. The LDRs allow this exemption on a one-time basis, thus the applicant will not be subject to an affordable housing requirement.

Development Exactions

According to Division 7.5, all residential subdivisions are required to dedicate lands for school and park development. The proposed subdivision will result in 1 additional unit, thus the applicant/owner is subject to a Park Exaction fee of \$1,123 and School Exaction fee of \$2,000.

PLANNING COMMISSION

The Planning Commission met on August 17, 2016 to review the proposed Development Plan and Hillside Conditional Use Permit and unanimously recommended approval to Town Council. One comment related to the proposed layout specifically referred to the building envelope on proposed Lot 2. There currently is a 19.99' utility easement that runs along the western property line of both Lots 1 & 2 which is greater than the 15' development setbacks. It should be noted that the envelope shown on Lots 1 & 2 reflect only what the current setbacks are. All proposed development will be required to abide by both the LDRs and all restrictions that may exist within existing easements. At the time of Building permit, it will be the responsibility of the owner/applicant to provide documentation of whether the easement allows or prohibits development.

PUBLIC COMMENT

None.

STAFF FINDINGS

Item A: 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 #6 Town Periphery, specifically Sub-area 6.2 Upper Cache 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 6 as follows:

Common Value 1: Ecosystem Stewardship

Policy 1.1.c: Design for wildlife permeability

Complies. Staff finds that the proposed project is designed for wildlife permeability based on the Environmental Analysis conducted by Alder Environmental LLC. The research and analysis concluded that no significant environmental concerns are present and the proposal is not anticipated to have significant adverse impacts on wildlife.

Policy 1.3.b: Maintain expansive hillside and foreground vistas

Complies. Staff finds that the proposed project will maintain the required amount of open space and hillside vistas by meeting the minimum LSR requirements for Suburban lots. The applicant is not proposing to develop or disturb the hillside any more than allowed by the LDRs and plans to utilize the existing driveway rather than improving a new one.

Common Value 2: Growth Management

Policy 4.3.a: Preserve and enhance stable areas

Complies. Staff finds that the proposed subdivision does preserve and enhance stable areas as the proposal is for a single-family home lot which is allowed and encouraged with subarea 6.2. In addition, the location of the proposed building envelop on Lot 2 is generally where slopes have previously been disturbed.

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

Complies. Staff finds that the proposed development does enhance natural features in the built environment. Specifically staff is able to make the necessary finding required for a Hillside CUP which is designed to protect steep slopes from the impacts of development.

Common Value 3: Quality of Life

Policy 5.3.b: Preserve existing workforce housing stock

Complies. No housing will be lost as part of this proposal thus staff finds that the request preserves existing workforce housing stock.

In addition, staff finds that the application should be reviewed for consistency specifically with subarea 6.2 Upper Cache which states as follows as the desired vision for the subarea:

This residential, STABLE Subarea is defined as low density single family with a prevalence of landscape over the built environment. Future subdivision will be in keeping with the traditional development pattern with no increase in density beyond what exists today. On each lot, only a single family home will be allowed. In the future, building size should maintain the existing predominance of landscape over the built environment to avoid the construction on much larger homes than currently exist today. Wildlife permeability should be maintained or improved. Development should also occur in manner that is sensitive to steep slopes, avalanche terrain and other natural features found in the subarea. Commercial and recreational equestrian uses will be allowed, while other commercial uses producing large amounts of traffic and high impacts should be reduced. The addition of other Complete Neighborhood amenities is not desirable. Local residential streets will continue to be low volume with limited alternative mode improvements. Consideration of alternative mode improvements will be made on collector streets such as Cache Creek Drive.

Complies. Staff finds that the proposed project and density is consistent with the desired vision for this stable subarea. As stated above, this is a low density area with a prevalence of landscaped areas which is what the applicant is proposing. In regards to the building size, the proposed building envelop and Floor Area are consistent with what is currently built within the vicinity. In fact, Lot 2 limits potential development slightly more than most lots along Upper Cache Creek which helps maintain much of the existing landscape. The site is not located within the NRO, SRO, or crucial winter range areas. The Environmental Analysis submitted concluded that although wildlife may be present in the general area, the proposed future development is not anticipated to have significant impacts. In addition to wildlife sensitive development, this subarea also voices concerns for hillside sensitive development related to steep slopes, avalanche terrain or other natural features. Based on the reconnaissance level soil and subsurface investigation and conclusion therein, future development does not present any potential dangers or threat to the hillside related to the steep slopes. Overall, staff finds that the proposed lot split is consistent with the vision for this subarea.

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

Not applicable.

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. Staff finds that the proposed project is not anticipated to have adverse impacts on public facilities including Police, Fire and EMT. In addition, the site will have direct access to the existing water and sewer along Upper Cache Creek Drive. Finally, the Town Engineer has reviewed the project and has no concerns or comments at this time.

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

Not applicable.

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

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

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

Not applicable.

Item B: Pursuant to Section 5.4.1.D.5 Findings for Hillside Areas of the Land Development Regulations, the following finding shall be made for the approval of a Conditional Use Permit.

1. **Findings.** *The following finding shall be made before granting a Conditional Use Permit for hillside areas: that the mitigation measures identified will be effective in mitigating any adverse impacts identified, and associated with the proposed physical development, uses, development option, or subdivision.*

Complies. Staff finds that the proposed mitigation measures will be effective in mitigating any adverse impacts identified with the proposed physical development and use. In regards to the steep slopes, it was determined that the site has already been disturbed as a result from previous grading. The reconnaissance level soil and subsurface investigation, as stated above in the staff analysis, also concluded that the site has adequate soils to support a single-family home in the proposed location. In regards to wildlife, the Environmental Analysis concluded that the site is not located within the NRO or SRO, nor is it located within a crucial winter range or migration corridor.

In addition, Pursuant to Section 8.4.2.C (Conditional Use Permit Standards) of the Land Development Regulations, a Hillside CUP requires that the following regular CUP findings shall be made for the approval of a Hillside CUP.

1. *The proposed project is compatible with the desired future character of the area.*

Complies. Staff finds the proposed project is compatible with the desired future character of the area as stated above in **Item A**, finding #1.

2. *The proposed projects complies with the use specific standards of Division 6.1.*

Complies. Staff finds that the proposed project complies with the use specific standards of Division 6.1. The proposal is for Detached Single-Family Residential lot which is an allowed use within the Suburban Town zoning district.

3. *The proposed project minimizes adverse visual impacts.*

Complies. Staff finds that based on the submitted visual analysis that the proposed project will minimize adverse visual impacts as the proposed building pad is located within the required setbacks. When development does commence, the single-family home will meet the required height limitations similar to other single-family homes in the area.

4. *The proposed project minimizes adverse environmental impacts.*

Complies. Staff finds the proposed project to minimize adverse environmental impacts. An Environmental Report was prepared for the parcel and no significant negative impacts to wildlife are expected to result from the project.

5. *The proposed project minimizes adverse impacts from nuisances.*

Complies. Staff finds that an additional single-family home lot is not anticipated to have any significant nuisances above and beyond a typical single family home. The future home will be located within the allowed setbacks and will not be any larger or taller than other single-family homes within the vicinity. No other nuisances are know at this time that would result from the proposal.

6. *The proposed project minimizes adverse impacts on public facilities.*

Complies. Staff finds that the proposed project is not anticipated to have adverse impacts on public facilities including Police, Fire and EMT. In addition, the site has access to water and sewer on Upper Cache Creek Drive and the proposed lot split it is not anticipated to have significant impacts on such services.

7. *The proposed project complies with all other relevant standards of these LDRs and all other Town Ordinances.*

Complies. Staff finds that the proposed project complies with Town Ordinances and all relevant standards of these LDRs including use and physical development (setbacks, FAR, LSR, etc.).

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

Not applicable.

ATTACHMENTS

Applicant Submittal
Department Reviews

RECOMMENDATIONS/ CONDITIONS OF APPROVAL

Item A: The Planning Director recommends **approval** of a Development Plan for a two-lot subdivision for the property located at 831 Upper Cache Creek Drive subject to the department reviews attached hereto.

Item B: The Planning Director recommends **approval** of a Hillside Conditional Use Permit for a two-lot subdivision for the property located at 831 Upper Cache Creek Drive subject to the department reviews attached hereto.

SUGGESTED MOTIONS

Item A: Based upon the findings as presented in the staff report and as made by the applicant for Item P16-067, I move to make findings 1-6 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 on public facilities & services; 4) Complies with Town Design Guidelines; 5) Compliance with LDRs & Town Ordinances; 6) Conformance with past permits & approvals for a two-lot subdivision located at 831 Upper Cache Creek Drive, subject to the department reviews attached hereto.

Item B: Based upon the findings as presented in the staff report and as made by the applicant for Item P16-068, I move to make findings 1-8 as set forth in Section 8.4.2.C (Conditional Use Permit Standards) of the Land Development Regulations relating to 1) Compatibility with Future Character; 2) Use Standards; 3) Visual Impacts; 4) Minimizes adverse environmental impact; 5) Minimizes adverse impacts from nuisances; 6) Impact on Public Facilities; 7) Other Relevant Standards/LDRs; and 8) Previous Approvals for a Conditional Use Permit; and findings required by Sec. 5.4.1 Steep Slopes regarding hillside mitigation measures for a two-lot subdivision located at 831 Upper Cache Creek Drive, subject to the department reviews attached hereto.



Todd Cedarholm, PLS

June 10, 2016

Tyler Valentine
Town of Jackson Planning Department
P.O. Box 1687
Jackson, WY 83001

BY HAND DELIVERY

RE: Development Plan for 831 Upper Cache Creek Drive, Lot 401 Ferrin 4th Addition

Dear Tyler:

On behalf of Ben & Anne Read, we are submitting a Planning Permit Application for a Final Development Plan on the above referenced property. The application package includes the \$2,500 application fee for the Development Plan, \$500 fee for the Hillside CUP, a digital copy of the submittal (CD), and 12 copies of the following:

- Planning Permit Application (updated from original 6/8/16 submittal)
- Pre-Application Conference Summary
- Letter of Authorization
- Warranty Deed
- Narrative with Appendices (updated from original 6/8/16 submittal)

Please let us know if you need anything further, and thank you for assisting us with this project.

Sincerely,

A handwritten signature in black ink, appearing to read "Jennifer Ziegler", with a long horizontal flourish extending to the right.

Jennifer Ziegler



PLANNING PERMIT APPLICATION
Planning & Building Department
Planning Division

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

For Office Use Only

Fees Paid _____
 Check # _____ Credit Card _____ Cash _____
 Application #s _____

PROJECT.

Name/Description: Read / Final Development Plan
 Physical Address: 831 Upper Cache Creek Drive
 Lot, Subdivision: Lot 401 Ferrin 4th Addition PIDN: 22-41-16-34-4-07-002

OWNER.

Name: Benjamin H. Read & Anne Louise Fletcher Read Phone: 307 690-0486
 Mailing Address: P.O. Box 1929, Jackson, WY ZIP: 83001
 E-mail: benread@onewest.net

APPLICANT/AGENT.

Name: Todd Cedarholm/On Sight Land Surveyors, Inc. Phone: 307 734-6131
 Mailing Address: P.O. Box 12290, Jackson, WY ZIP: 83002
 E-mail: todd@onsightsurvey.com

DESIGNATED PRIMARY CONTACT.

_____ Owner Applicant/Agent

TYPE OF APPLICATION. *Please check all that apply; see Fee Schedule for applicable fees.*

Use Permit	Physical Development	Interpretations
_____ Basic Use	_____ Sketch Plan	_____ Formal Interpretation
<input checked="" type="checkbox"/> Conditional Use	<input checked="" type="checkbox"/> Development Plan	_____ Zoning Compliance Verification
_____ Special Use		
Relief from the LDRs	Development Option/Subdivision	Amendments to the LDRs
_____ Administrative Adjustment	_____ Development Option Plan	_____ LDR Text Amendment
_____ Variance	_____ Subdivision Plat	_____ Zoning Map Amendment
_____ Beneficial Use Determination	_____ Boundary Adjustment (replat)	_____ Planned Unit Development
_____ Appeal of an Admin. Decision	_____ Boundary Adjustment (no plat)	

PRE-SUBMITTAL STEPS. Pre-submittal steps, such as a pre-application conference, environmental analysis, or neighborhood meeting, are required before application submittal for some application types. See Section 8.1.5, Summary of Procedures, for requirements applicable to your application package. If a pre-submittal step is required, please provide the information below. If you need assistance locating the project number or other information related to a pre-submittal step, contact the Planning Department. **If this application is amending a previous approval, indicate the original permit number.**

Pre-application Conference #: P15-012 Environmental Analysis #: _____
 Original Permit #: _____ Date of Neighborhood Meeting: _____

SUBMITTAL REQUIREMENTS. Twelve (12) hard copies and one (1) digital copy of the application package (this form, plus all applicable attachments) should be submitted to the Planning Department. 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.

Have you attached the following?

- Application Fee.** 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.
- 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. If the owner is a partnership or corporation, proof that the owner can sign on behalf of the partnership or corporation is also required. Please see the Letter of Authorization template in the Administrative Manual for a sample.
- Response to Submittal Checklist.** All applications require response to applicable review standards. These standards are outlined on the Submittal Checklists for each application type. If a pre-application conference is held, the Submittal Checklists will be provided at the conference. If no pre-application conference is required, please see the Administrative Manual for the applicable Checklists. The checklist is intended as a reference to assist you in submitting a sufficient application; submitting a copy of the checklist itself is not required.

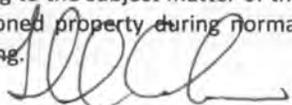
FORMAT.

The main component of any application is demonstration of compliance with all applicable Land Development Regulations (LDRs) and Resolutions. The submittal checklists are intended to identify applicable LDR standards and to outline the information that must be submitted to sufficiently address compliance with those standards.

For some submittal components, minimum standards and formatting requirements have been established. Those are referenced on the checklists where applicable. For all other submittal components, the applicant may choose to make use of narrative statements, maps, drawings, plans and specifications, tables and/or calculations to best demonstrate compliance with a particular standard.

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 Owner or Authorized Applicant/Agent
 JONA CEDARHOLM PLS

 Name Printed

6/10/2016

 Date
 PRESIDENT, OSLS, INC.

 Title



PRE-APPLICATION CONFERENCE SUMMARY

Planning & Development Department

Planning Division

150 E Pearl Ave. | ph: (307) 733-0440
 P.O. Box 687 | fax: (307) 734-3563
 Jackson, WY 83001 | www.townofjackson.com

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 BASICS.

PAP#: P15-012
 Date of Conference: March 18, 2015
 Planning Staff: Lindsay Kissel

PROJECT.

Name/Description: 831 Upper Cache Creek Drive Lot Split
 Physical Address: 831 Upper Cache Creek Drive
 Lot, Subdivision Lot 401 Ferrin 4th Addition PIDN: 22-41-16-34-4-07-002
 Zoning District(s): Suburban (S-TOJ)
 Overlay(s): none

STAKEHOLDERS.

Applicant: Todd Cedarholm, On Sight Land Surveyors
 Owner: Ben Read
 Agent: Todd Cedarholm, On Sight Land Surveyors

REQUIRED APPLICATIONS. (See B.12, C.1, D.4 of applicable zone in Article 2, 3 or 4) *This project will require the following applications:*

Application	Reason	Fee
Development Plan (Section 8.3.2)	Subdivision less than 10 units	
Subdivision Plat (Section 8.5.3)	Subdivision lot split to create new lot	
Grading and Building Permit (Section 5.7.1 and Section 8.3.3)	Required for physical development	

MEETING ATTENDEES:

Name	Company	Phone/Email

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.

For administrative decisions made by the Planning Director, the following timelines are generally applicable:

Application Types:	Sufficiency	Planning Director
{Insert Application Type}	Within 14 days of Submittal	Decision within days of Sufficiency

For decisions requiring a public hearing process, the following timelines are generally applicable:

Application Types:	Sufficiency	Planning Commission (PC)	Town Council
Subdivision Plat	Within 14 days of Submittal	N/A	Hearing within 90 days of Sufficiency
Variance	Within 14 days of submittal	Hearing within 90 days of Sufficiency	N/A
Pre-App Required: Sketch Plan Development Plan Development Option Plan Conditional Use Permit Special Use Permit Zoning Map Amendment Planned Unit Development Pre-App Optional or may be required: LDR Text Amendment	Within 14 days of Submittal	Hearing within 90 days of Sufficiency	Hearing within 60 days of PC Recommendation

GENERAL INFORMATION.

Required, If Checked.
 If not checked, review requirement with a Staff member to determine if necessary for your application.

Requirement	Notes
<input checked="" type="checkbox"/> 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.	

Requirement	Notes
✓ Notarized Letter of Authorization. See Section 8.2.4.A for requirements. A template is established in the Administrative Manual.	If owner is not the signatory of application
✓ 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.	
✓ 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 Town Surveyor, Town Engineer, Town Associate Engineer, Title Company and any other required consultant. Such fees shall be paid prior to approval of the permit.	Subdivision Plat application will be subject to surveyor and title company review fees that are not set by the Town of Jackson.
✓ 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.	
✓ Other information needed. All applications submitted to the Town of Jackson Planning Department must be submitted in digital format once the application is determined to be sufficient.	Required for Development Plan and Subdivision Plat
✓ 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.	Development Plan checklist Subdivision Plat Checklist
✓ 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.	Submit with Subdivision Plat application
✓ Narrative description of the proposed development. Briefly describe the existing condition of the property and the proposed use, physical development, subdivision or development option for which you are seeking approval.	Submit with the Development Plan application
✓ Proposed Development Program. Please use the attached template established in the Administrative Manual.	
✓ Site Plan. Please see the attached list of minimum standards for a site plan, established in the Administrative Manual.	
_____ 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.	Will be required if changes to existing building proposed.
✓ Neighborhood Meeting Summary. See Section 8.2.3 for Neighborhood Meeting requirements.	Optional for Development Plan application
✓ Posted Notice. See Section 8.2.14.C.4 for Posted Notice requirements for all public hearings.	

Requirements listed under each Article will be checked if required for the application.

Required, If Checked.

If not checked, this requirement is not applicable to your application.

ARTICLE 1, GENERAL PROVISIONS.

Requirement

Notes

Division 1.9, Nonconformities

No increase in nonconformities of the existing development are allowed.

1.9.2 Nonconforming Physical Development

1.9.3 Nonconforming Uses

1.9.4 Nonconforming Development Options and Subdivisions

1.9.5 Nonconforming Signs

ARTICLE 2, COMPLETE NEIGHBORHOODS, ARTICLE 3, RURAL AREA ZONES, and ARTICLE 4, SPECIAL PURPOSE ZONES – (Public/Semi-Public & Park and Open Space zones only).

Applicable Zone:

Applicable LDR Section:

SUBSECTION B, PHYSICAL DEVELOPMENT. Please provide the following information for the applicable zone.

Requirement

Notes:

Structure Location and Mass
(Setbacks, Height, total site FAR)

Include on Development Plan site plans only. Include information for existing and proposed development.

Maximum Scale of Development
(Individual building size)

Building Design
(Design Review Process)

Site Development
(Driveway and Access limits)

Fencing
(Height, Setback, Orientation)

Additional Comments:

SUBSECTION C, ALLOWABLE USES. Please provide the following information for the applicable zone.

Requirement

Notes:

Maximum Scale of Use

Additional Comments:

SUBSECTION D, DEVELOPMENT OPTIONS. *Please provide the following information for the applicable zone.*

Requirement	Notes:
<input checked="" type="checkbox"/> Subdivision and Development Option Permits	12,000 sf minimum Base Site Area

Additional Comments:

SUBSECTION E, ADDITIONAL ZONE-SPECIFIC STANDARDS. *Please provide the following information for the applicable zone.*

Requirement	Notes:

Additional Comments:

ARTICLE 4, SPECIAL PURPOSE ZONES (Planned Resort Zones and Planned Unit Development Zones only)

Requirement	Notes
_____ Division 4.3, Planned Resort Zones	
4.3.1 All Planned Resort Zones	
4.3.2 Snow King	
_____ Division 4.4, Planned Unit Development	
4.4.1 All Planned Unit Development (PUD) Zones	
4.4.2 Planned Unit Development - Town	

ARTICLE 5, PHYSICAL DEVELOPMENT STANDARDS APPLICABLE IN ALL ZONES.

Requirement	Notes
<input checked="" type="checkbox"/> Division 5.1, General Environmental Standards	
5.1.1 Waterbody and Wetland Buffers	
5.1.2 Wildlife Friendly Fencing	
5.1.5 Water Quality (reserved for future standards)	

Division 5.2, Environmental Standards Applicable in Specific Areas

5.2.1 Natural Resources Overlay (NRO) Standards

Division 5.3, Scenic Standards.

5.3.1 Exterior Lighting Standards

5.3.2 Scenic Resources Overlay (SRO) Standards

✓

Division 5.4, Natural Hazard Protection Standards

5.4.1 Steep Slopes

5.4.2 Unstable Soils

5.4.3 Faults

5.4.4 Floodplains

5.4.5 Wildland Urban Interface

Division 5.5, Landscaping Standards

5.5.2 Landscape Plan

5.5.3 Required Plant Units

5.5.4 General Landscaping Standards

5.5.5 Installation and Maintenance

Division 5.6, Sign Standards

Division 5.7, Grading, Erosion Control and Stormwater Management

5.7.2 Grading Standards

5.7.3 Erosion control standards

5.7.4 Stormwater Management Standards

Division 5.8, Design Guidelines

5.8.2. Design Guidelines

5.8.3. Design Review Committee

ARTICLE 6, USE STANDARDS APPLICABLE IN ALL ZONES.

Requirement

Notes

✓

Division 6.1, Allowed Uses

✓

Division 6.2, Parking and Loading Standards

6.2.2 Required Parking and Loading

6.2.3 Location of Required Parking

6.2.4 Maintenance of Off-Street Parking and Loading

6.2.5 Off-Street Parking and Loading Design Standards

6.2.6 Parking and Loading Standards in the Downtown Parking District

Division 6.3, Employee Housing Requirements

Division 6.4, Operational Standards

- 6.4.1 Outside Storage
- 6.4.2 Refuse and Recycling
- 6.4.3 Noise
- 6.4.4 Vibration
- 6.4.5 Electrical Disturbances
- 6.4.6 Fire and Explosive Hazards

ARTICLE 7, DEVELOPMENT OPTION AND SUBDIVISION STANDARDS APPLICABLE IN ALL ZONES.

Requirement **Notes**

Division 7.1, Development Option Standards

- 7.1.3 Urban Cluster Development
- 7.1.4 Mobile Home Park

✓

Division 7.2, Subdivision Standards

- 7.2.2 Standards Applicable to all Subdivision
- 7.2.3 Land Division Standards
- 7.2.4 Condominium and Townhouse Subdivisions

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

✓

Division 7.4, Affordable Housing Standards ✗

✓

Division 7.5, Development Exaction Standards

- 7.5.2. Park Exactions
- 7.5.3. School Exactions

✓

Division 7.6, Transportation Facility Standards

- 7.6.2 Access to Roads, Streets and Highways
- 7.6.3 Streets, Alleys, and Easements

✓

Division 7.7, Required Utilities

- 7.7.2 Potable Water Supply
- 7.7.3 Sanitary Sewer Systems
- 7.7.4 Irrigation Ditch Systems and Design
- 7.7.5 Other Utilities
- 7.7.6 Fuel Storage Tank

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.*

- | | | | |
|---|----------------------------|---|---------------------------------|
| ✓ | Public Works/Town Engineer | ✓ | Police Department |
| ✓ | Building Official | ✓ | START Bus |
| ✓ | Town Attorney | ✓ | Jackson Hole Fire EMS |
| | Town Clerk | ✓ | Parks and Recreation Department |

- Pathways Coordinator
- Surveyor
- Title Company
- Teton County Housing Authority
- Teton County Weed & Pest
- Teton County Planning
- Teton County Engineer
- Teton County Assessor
- Integrated Solid Waste and Recycling
- Teton County Clerk
- Teton County Public Health
- Teton County Scenic Preserve Trust

- Teton County School District #1
- Teton County Sheriff
- Wyoming Department of Game & Fish
- Wyoming Department of Transportation
- Wyoming Department of Environmental Quality
- Army Corp of Engineers
- Teton County Conservation District
- Lower Valley Energy
- U.S. National Park Service
- U.S. Forest Service
- U.S. Fish and Wildlife
- Other

Additional Comments:

LETTER OF AUTHORIZATION

Benjamin H. Read _____, "Owner" whose address is: _____

PO Box 1929, Jackson WY 83001 Property at 831 Upper Cache Creek Drive, Town of Jackson

(NAME OF ALL INDIVIDUALS OR ENTITY OWNING THE PROPERTY)

Benjamin H. and Anne Louise Fletcher Read _____, as the owner of property

more specifically legally described as: Lot 401 Ferrin Addition 4th Filing Plat 903

(If too lengthy, attach description)

HEREBY AUTHORIZES Todd Cedarholm PLS, On Sight Land Surveyors, Inc. Jackson, WY _____ 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: _____ *Handwritten signature*

(SIGNATURE) (SIGNATURE OF CO-OWNER)

Title: *property owner*

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

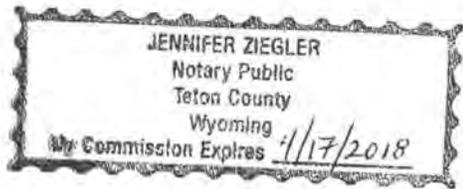
STATE OF Wyoming)
)SS.
COUNTY OF Teton)

The foregoing instrument was acknowledged before me by Benjamin Read this 4TH day of January, 2015.

WITNESS my hand and official seal.

Handwritten signature of Notary
(Notary Public)
My commission expires: 4/17/2018

(Seal)



Final Development Plan (Subdivision)

For

831 Upper Cache Creek Drive
Lot 401 Ferrin 4th Addition to the Town of Jackson

Submitted on June 10, 2016 to the Town of Jackson Planning Department
Final Revision submitted on July 25, 2016

Applicant:

Benjamin H. Read and Anne Louise Fletcher
PO Box 1929
Jackson, WY 83001

Prepared by:

Todd Cedarholm, PLS
On Sight Land Surveyors, Inc.
PO Box 12290
Jackson, WY 83002
(307) 734-6131
todd@onsightsurvey.com

I. Project Introduction

This application is seeking approval of a Development Plan to subdivide the existing Lot 401 of the Ferrin Addition 4th Filing, 831 Upper Cache Creek Drive, into two separate lots as permitted by the Town of Jackson Land Development Regulations. The property is currently zoned Suburban-Town (S-ToJ) and contains one single-family home. See attached Topographic Map for existing conditions.

II. Existing Conditions

The property contains a gross site area of 0.75 acres, or 32,640 square feet. As shown on the attached Topographic Map, there is an existing 2,253 square foot, two-story, single-family residence and a 211 square foot shed. There are limited areas of slopes steeper than 30%; all of these steep slopes are man-made from grading activity that predates the Town steep slope grading regulations. The home is accessed via an approximately 150 foot-long paved driveway. The water service, sewer service, and wire utilities are all accessed from the front or north side of the property from Upper Cache Creek Drive.

III. Proposed Lot Configuration

The proposed 2-lot configuration is shown on the attached Final Development Plan map. The proposed lot configuration will meet the minimum lot size requirement of 12,000 square feet for the SR-Zone. The southern lot, Lot 1, which will include the existing home, will be 19,295 square feet and the north lot will be 13,345 square feet. The new lot configuration for the existing home and a building envelope for this lot will meet the required S-ToJ setbacks of: street 25 feet, side 15 feet, rear 40 feet with the exception of the east side-yard of the existing home. In the course of a boundary and site survey it was discovered that a single corner of the existing house encroached into the side-yard setback by 1.8 feet. The Town of Jackson Planning Director approved an Administrative Adjustment to allow the 13.2 foot side-yard setback where a 15 foot setback is required. See attached Item P16-003 for reference.

At this time, the applicant does not intend to develop Lot 2, the presently undeveloped northern lot. Therefore, there is not a specific site plan to demonstrate any proposed development of Lot 2, other than an easement to accommodate the existing driveway and any utilities for Lot 1 that cross Lot 2. Any new utilities would connect to existing utility lines in Upper Cache Creek Drive.

Attached is a visual analysis that addresses the possible visual scenario should Lot 2 be developed in the future. Also attached are an environmental analysis and a geotechnical investigation report.

Any future development on either lot shall comply with all applicable land development regulations, as well as grading, utility standards, and other engineering requirements as mandated by the Town of Jackson Engineer.

This application is exempt from affordable housing regulations as there will only be a net gain of one additional residential lot.

Finally, regarding the requirement that a Traffic Analysis be provided, since this is a proposed 2-lot subdivision with a minimal increase in traffic should the proposed north lot be developed in the future, it is requested that the project be exempted from this analysis. Traffic on Upper Cache Creek Drive is, and will continue to be, characteristically light. Upper Cache Creek Drive does not have an outlet and traffic on this road is associated with travel to and from adjacent residences. Since no development of the proposed north lot is anticipated at this time, there will be no imminent increase in local traffic attributed to this project.

IV. Development Calculations

LOT 1 (SOUTHERN LOT)

Lot 1 Proposed Site Area

A. Gross Site Area	19,295 sf
B. Base Site Area (No lands lie within road easements, between banks of rivers/streams, within lakes/ponds, within open space, or have natural slopes greater than 25%)	19,295 sf
C. Adjusted Site Area (No lands lie within vehicular access easements, between banks of rivers/streams, within lakes/ponds)	19,295 sf

Lot 1 Dimensional Limitations

LDR Dimensional Limitations for SR-Zoning	Requirement	Existing
.30 Maximum Floor Area Ratio (FAR)	5,788.5 sf (max)	4,394 sf (0.23)
.60 Minimum Landscape Surface Ratio (LSR)	11,577 sf (min)	14,990 sf (0.78)
.26 Maximum Lot Coverage	5,016.7 sf (max)	4,305 sf (0.22)

Existing Development Details:

House footprint	2,253 sf
Shed footprint	211 sf
Decks/porches/balconies	245 sf
Driveway on Lot 1	1,596 sf
Total Coverage	4,305 sf
House Floor Area	
First Floor	2,253*
Second Floor	2,141**
Total	4,394

* surveyed **from Assessor's Records

LOT 2 (NORTHERN LOT)

Lot 2 Proposed Site Area

A. Gross Site Area	13,345 sf
B. Base Site Area (No lands lie within road easements, between banks of rivers/streams, within lakes/ponds, within open space, or have natural slopes greater than 25%)	13,345 sf
C. Adjusted Site Area (Deduct 2,819 sq.ft./0.06 ac for lands within vehicular access easement; no deductions for lands between banks of rivers/streams & within lakes/ponds)	10,526 sf

Lot 2 Dimensional Limitations

LDR Dimensional Limitations for SR-Zoning	Requirement	Existing
.30 Maximum Floor Area Ratio (FAR)	4,003.5 sf (max)	-none-
.60 Minimum Landscape Surface Ratio (LSR)	8,007.0 sf (min)	12,297 sf (0.92)
.26 Maximum Lot Coverage*	2,736.8 sf (max)	1,048 sf

*using Adjusted Site Area, vs. Base Site Area

Existing Development Details:

Driveway on Lot 2	1,048sf
Total Coverage	1,048 sf

V. **Required Findings**

A. The required findings in LDR Article 8.3.2.C. under Development Plan are as follows:

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

The proposed application is consistent with the Comprehensive Plan in that the subdivision is occurring in the Town of Jackson, concentrating future development within the Town limits rather than in the surrounding County, where such development is not preferred.

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

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.*

Located in a residential area in east Jackson, on the lower north-facing slope of Snow King, not far from the National Forest Boundary, this 2-lot subdivision shall not have significant impact on public facilities and services, including transportation, potable water and wastewater facilities, parks, school, police, fire, and EMS facilities.

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

Not applicable, as no new physical development is proposed at this time.

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

This application shall comply with all relevant LDR standards and other applicable ordinances.

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

The subject property is in conformance with all of the standards applicable at the time of approval.

B. The required findings in LDR Article 8.4.2.C. under Conditional Use Permit are as follows:

1. *Is compatible with the desired future character of the area*

The existing residential use along Upper Cache Creek Drive is characterized by modest-sized single-family homes nestled amongst open fir-aspen forest on the lower slopes of Snow King. The existing home at 831 Upper Cache Creek Drive is typical of the neighborhood. The proposed subdivision would enable construction of only one additional home, compatible with current residential density of the surrounding area.

2. *Complies with the use specific standards of Div. 6.1*

The proposed subdivision complies with the schedule for residential use in the S-ToJ zoning district.

3. *Minimizes visual impacts*

Refer to the attached Visual Analysis. If an additional home were to be constructed on the additional lot created by the proposed subdivision, the visual impact of the two homes would be lessened since the existing home on Lot 401 is already surrounded by trees. As suggested in the

3D Sketches of the attached Visual Analysis, future plantings could be added on the proposed northern lot to lessen the visual impact of this additional structure. Finally, it should be noted that a future home on the northern lot would be relatively small due to limitations posed by the size of the building envelope and the attendant development calculations.

4. *Minimized adverse environmental impacts*

The proposed subdivision minimizes adverse environmental impacts by placing any future construction in a relatively small open area of moderate slope. Tree-cutting would not be required, and earth-work and other site disturbance would be minimized due to the fact that an existing driveway would be utilized for all except the final roughly 60 feet of access.

5. *Minimizes adverse impacts from nuisances*

The proposed subdivision minimizes adverse impacts from nuisances. The buildable area on the second lot is adequately distant from Upper Cache Creek Drive, is screened by existing vegetation from the adjacent neighbor to the west, and does not intrude on quiet, green space appreciated by adjacent properties in a way that is uncharacteristic of the neighborhood.

6. *Minimizes adverse impacts on public facilities*

The proposed subdivision minimizes impacts on public facilities. Water and sewer are located in Upper Cache Creek Drive, so it would not be difficult to connect an additional home with existing utilities. There are no other nearby public facilities.

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

The subject property is in conformance with standards applicable at the time of approval. As noted above, an Administrative Adjustment was approved regarding the side-yard setback of the existing home from the easterly lot line.

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

The subject property is in conformance with all of the standards applicable at the time of approval.

C. **The required finding in LDR Article 5.4.1.D.5. under Hillside CUP are as follows:**

... that the mitigation measures identified will be effective in mitigating any adverse impacts identified, and associated with the proposed physical development, uses, development option, or subdivision.

No adverse impacts have been identified; however, the potential concerns relevant to this lot include (1) the fact that there are steep slopes on the property, (2) that there is a significant amount of mature native vegetation on the property, (3) that the property is located toward the eastern edge of Town where wildlife could be present, and (4) that given the fact that the property is located on the lower slopes of Snow King, there could be a concern about soil characteristics with regard to future home construction.

Regarding the potential concern about steep slopes, localized areas of slopes that exceed 30 percent exist on Lot 401 as shown on the attached Topographic Map. A cross-section of the property is also shown as part of the attached Visual Analysis. As emphasized earlier in this

narrative, the steep slopes on this property are man-made and were created circa 1975 by construction of a pad for the home and placement of the driveway. Many of these steep slopes occur to the south of the existing home in an area where no development would be contemplated. Construction of a home on the additional lot created by the proposed subdivision would be done without disturbing existing steep slopes: A home could be sited within an envelope where slopes are under 30 percent, and only a short segment of driveway would need to be constructed, running westerly from the existing driveway, and this segment would not need to disturb steep slopes.

Regarding potential impacts to native vegetation, there are many mature trees around the existing house and scattered along the property lines. None of these trees would be disturbed if a home were to be constructed on the north lot in the future. Plantings that would most likely be placed around a future home would provide screening from Upper Cache Creek Drive, benefiting both a future homeowner and road users.

Regarding potential impact to wildlife, refer to the attached review provided by Alder Environmental, LLC. In this document it is concluded that "potential future development of a single family residence in the proposed building envelope on proposed north lot will likely not have detrimental negative impacts to wildlife and/or crucial habitats."

Regarding soil characteristics, refer to the attached geotechnical investigation report by Teton Geotechnical. This report concludes that "the dense, clayey silty gravel and cobble with boulder colluvium... will provide adequate bearing surface for most foundation elements" and "groundwater was not observed and is expected to be deeper than anticipated footing elevations."

In conclusion, the finding can be made that mitigation measures identified will be effective in mitigating any adverse impacts identified and associated with the proposed subdivision. There do not appear to be any significant adverse impacts associated with this project.

VI. Appendices

- Topographic Survey -- Existing Conditions
- Final Development Plan -- 2-Lot Subdivision
- Administrative Adjustment -- Approval & Staff Report
- Visual Analysis (2 Sheets)
- Environmental Analysis
- Geotechnical Report
- Park Exactions Worksheet
- School Exactions Worksheet

Teton County Wyoming MapServer



- AZ Connon PLace Nanes
-  Highway
-  County Road
-  Town of Jackson Corporate Limits
-  River, Creeks, Lakes
-  BLM
-  US Fish & Wildlife Serv
-  National Park Service
-  US Forest Service
-  Wyoming Dept of Trans
-  Wyoming Game & Fish
-  State of Wyoming
- 1845 BSM

NORTH

Teton County provides this map for illustrative purposes only and assumes no liability for actions taken by users based on information shown.

0 44 88 132 ft

7/25/2016

1945 - Roads along northwest lot line and across southwestern portion of lot -- Cut and fill slopes associated with this disturbance affecting Read lot.

Teton County Wyoming MapServer



- Az Canon Place Names
 -  Highway
 -  County Road
 -  Town of Jackson Corporate Limits
 -  River, Creeks, Lakes
 -  BLM
 -  US Fish & Wildlife Serv
 -  National Park Service
 -  US Forest Service
 -  Wyoming Dept of Trans
 -  Wyoming Game & Fish
 -  State of Wyoming
- 1955 B&M

NORTH

Teton County provides this map for illustrative purposes only and assumes no liability for actions taken by users based on information shown.

0 44 88 132 ft

7/25/2016

1955-Road grade clearly evident across southwestern portion of Read property; road along northwest lot line appears to be no longer used.

Teton County Wyoming MapServer



- AZ Cannon Place Names
-  Highway
-  County Road
-  Town of Jackson Corporate Limits
-  River, Creeks, Lakes
-  BLM
-  US Fish & Wildlife Serv
-  National Park Service
-  US Forest Service
-  Wyoming Dept of Trans
-  Wyoming Game & Fish
-  State of Wyoming
- 1967 BSM



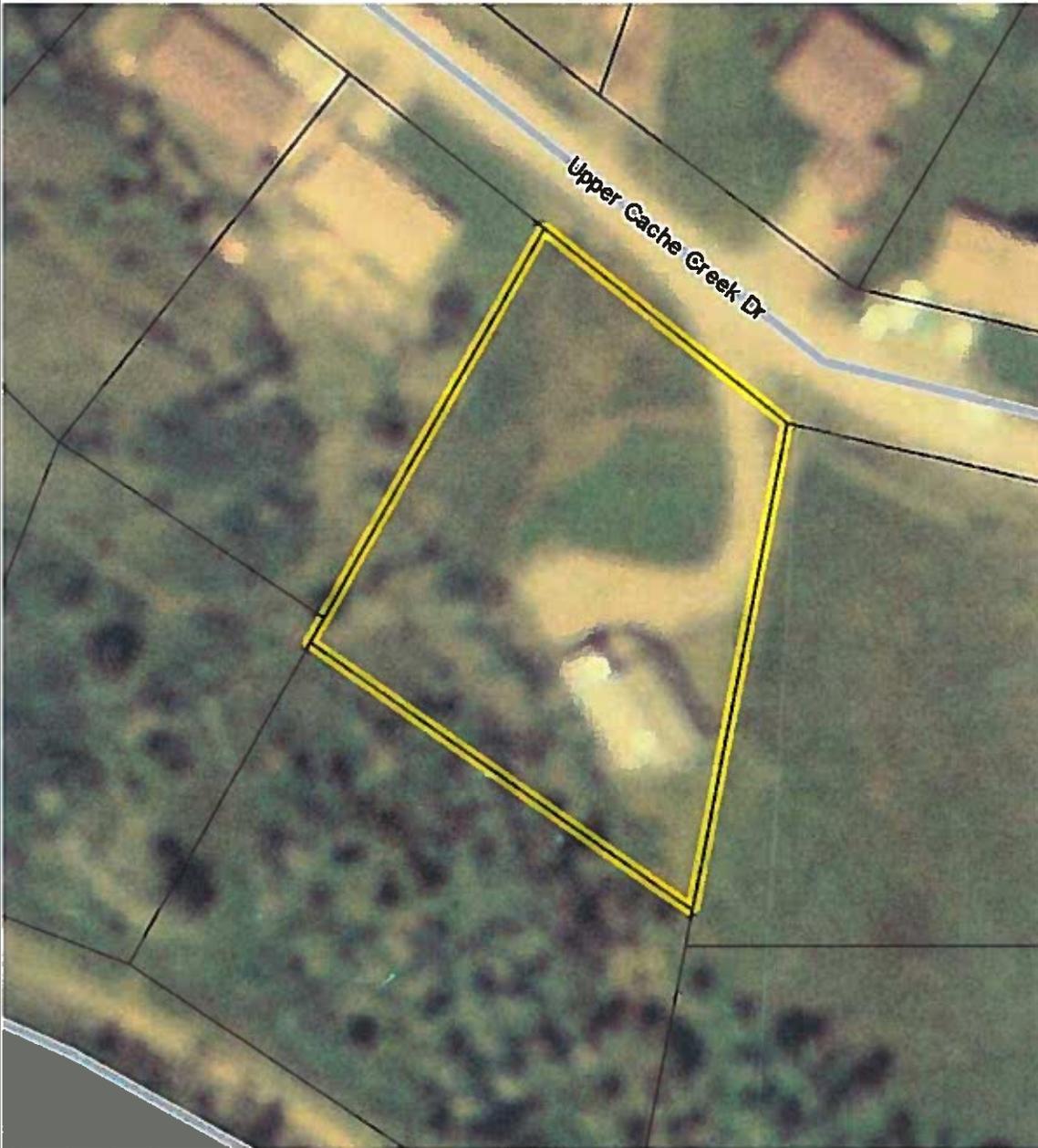
Teton County provides this map for illustrative purposes only and assumes no liability for actions taken by users based on information shown.



7/25/2016

1967-As in 1955, road grade across southwestern portion of Read lot is evident.

Teton County Wyoming MapServer



- Az Cannon Place Names
-  Highway
-  County Road
-  Town of Jackson Corporate Limits
-  River, Creeks, Lakes
-  BLM
-  US Fish & Wildlife Serv
-  National Park Service
-  US Forest Service
-  Wyoming Dept of Trans
-  Wyoming Game & Fish
-  State of Wyoming
- 1977 Color

NORTH

Teton County provides this map for illustrative purposes only and assumes no liability for actions taken by users based on information shown.

0 44 88 132 ft

7/25/2016

1977-Road grade across lot has been abandoned. Driveway and home have been constructed on Read lot, creating additional human-made cut and fill slopes.

Teton County Wyoming MapServer



- Az Cannon Place Nanes
-  Highway
-  County Road
-  Town of Jackson Corporate Limits
-  River, Creeks, Lakes
-  BLN
-  US Fish & Wildlife Serv
-  National Park Service
-  US Forest Service
-  Wyoming Dept of Trans
-  Wyoming Game & Fish
-  State of Wyoming
- 1989 Infrared

NORTH

Teton County provides this map for illustrative purposes only and assumes no liability for actions taken by users based on information shown.

0 44 88 132 ft

7/25/2016

1989 infrared - photo is not registered well in an east-west sense, but disturbance along the northwestern lot line is evident, possibly related to utility work.

GRID NORTH

ON SIGHT



LAND SURVEYORS

On Sight Land Surveyors, Inc.
Teton County Control Network
2001

0 FT 30 FT 60 FT 90 FT



LOT 25
FERRIN ADDITION
PLAT NO. 401

UTILITY EASEMENT PER PLAT NO. 903
N 23°14'23" E 202.01'
(202.92' REC.)

LOT 401
0.75 AC

LOT 29A
FERRIN ADDITION
PLAT NO. 401

LOT 408
FERRIN 4TH ADDITION
PLAT NO. 903

- CUT/FILL SLOPES IN EXCESS OF 25% CREATED BY HISTORIC ROAD CONSTRUCTION EVIDENT IN 1945 AERIAL PHOTOGRAPHY
- CUT/FILL SLOPES IN EXCESS OF 25% CREATED BY CONSTRUCTION OF UPPER CACHE CREEK DRIVE & DRIVEWAY, EVIDENT IN 1976 AERIAL PHOTOGRAPHY
- CUT/FILL SLOPES IN EXCESS OF 25% CREATED BY CONSTRUCTION OF HOUSE, EVIDENT IN 1976 AERIAL PHOTOGRAPHY
- SLOPES IN EXCESS OF 25% CREATED BY EITHER CONSTRUCTION OF HISTORIC ROAD, EVIDENT IN 1945 AERIAL PHOTOGRAPHY, OR BY GRADING WITHIN UTILITY EASEMENT, EVIDENT IN 1989 INFRARED PHOTOGRAPHY

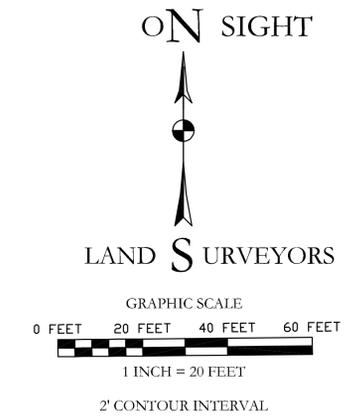
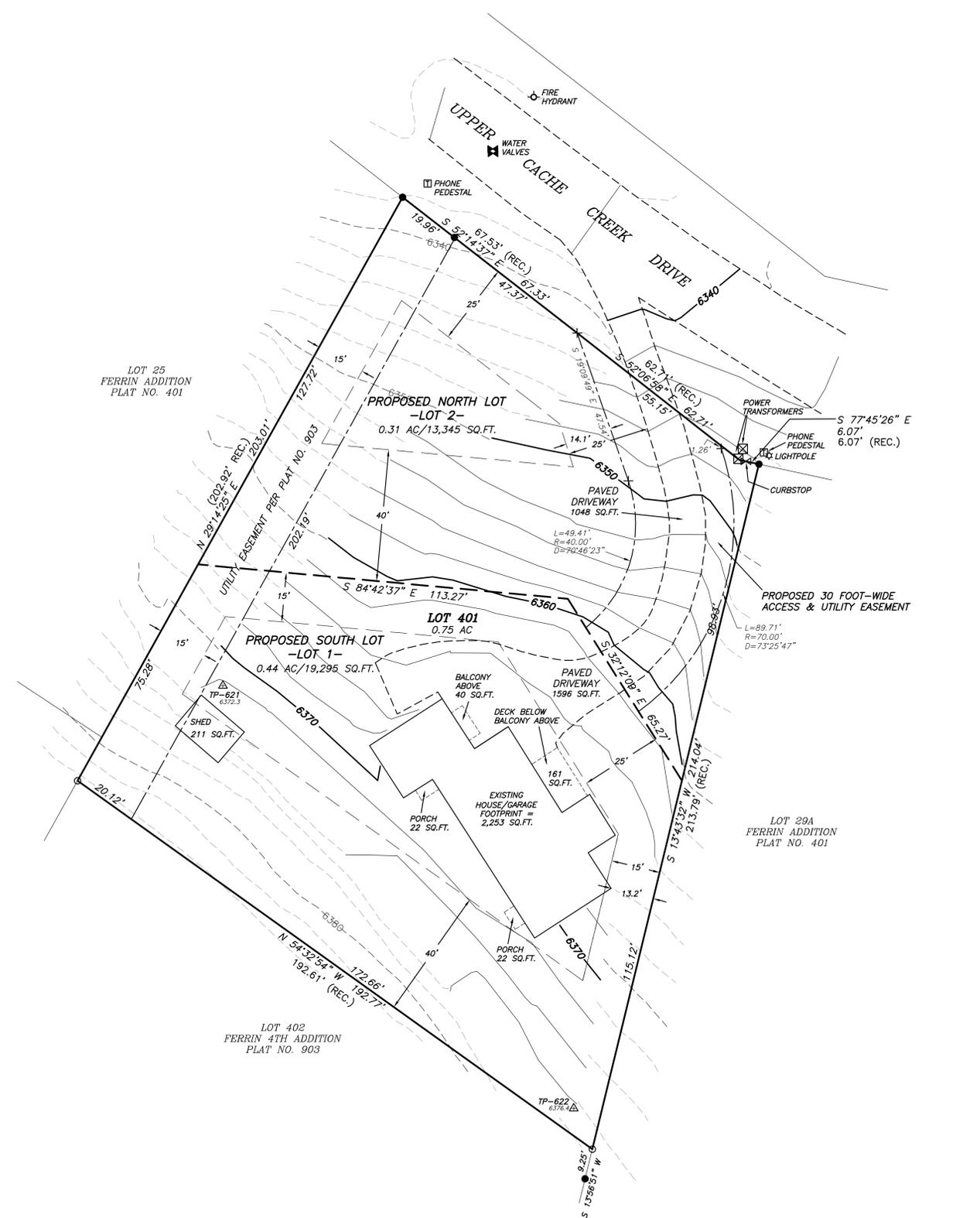
EXHIBIT
PREPARED FOR
BEN READ
SHOWING DETAILS REGARDING
SLOPES EXCEEDING 25 PERCENT
LOT 401 FERRIN FOURTH ADDITION
PLAT NO. 903
TOWN OF JACKSON
TETON COUNTY, WYOMING

On Sight
LAND SURVEYORS, INC.
155 West Gill Ave.
P.O. Box 12290
Jackson, WY 83002
(307) 734-6131

ALLOWED USE FOR STRUCTURE LOCATION AND MASS ACCORDING TO CURRENT LAND DEVELOPMENT REGULATIONS FOR THE TOWN OF JACKSON, SUBURBAN-TOWN ZONING DISTRICT (S-ToJ) ARE AS FOLLOWS:

MIN. LSR	= .60
MAX. LOT COVERAGE	= .26
STREET SETBACK	= 25'
SIDE SETBACK	= 15'
REAR SETBACK	= 40'
MAX. HEIGHT	= 28'
MAX. FAR	= .30

NOTE:
DASHED CONTOUR LINES OBTAINED FROM AERIAL PHOTOGRAPHY AND PHOTO-INTERPRETATION DONE BY HORIZONS, INC. IN 1999 FOR THE TOWN OF JACKSON



ELEVATIONS ARE NGVD29 BASED ON THE TETON COUNTY CONTROL NETWORK

- LEGEND
- INDICATES A 5/8 INCH DIAMETER STEEL REBAR WITH AN ALUMINUM CAP INSCRIBED "PE&LS 578" FOUND THIS SURVEY
 - INDICATES A 5/8 INCH DIAMETER STEEL REBAR WITH A YELLOW PLASTIC CAP STAMPED "PLS 3831" FOUND THIS SURVEY
 - + INDICATES A RECORD POINT; NOTHING FOUND THIS SURVEY
 - △ INDICATES A STEEL SPIKE SET THIS SURVEY FOR ORIENTATION AND MAPPING PURPOSES
- SUBJECT LOT LINE
 - ADJACENT LOT LINE
 - - - - - PROPOSED LOT LINE
 - - - - - EASEMENT
 - - - - - SETBACK LINE
 - - - - - EDGE OF PAVEMENT

FINAL DEVELOPMENT PLAN
PREPARED FOR
BEN READ
SHOWING
LOT 401 FERRIN FOURTH ADDITION
PLAT NO. 903
TOWN OF JACKSON
TETON COUNTY, WYOMING

On Sight
LAND SURVEYORS, INC.
155 West Gill Ave.
P.O. Box 12290
Jackson, WY 83002
(307) 734-6131



PLANNING & BUILDING DEPARTMENT

March 21, 2016

Benjamin Read & Anne Fletcher
PO Box 1929
Jackson, WY 83001

RE: Administrative Adjustment
Item P16-003
831 Upper Cache Creek Drive

Dear Mr. Read and Ms. Fletcher:

This letter is to confirm that on March 14, 2016 the Planning Director approved the Administrative Adjustment of a 13.2' side yard setback where a 15' side yard setback is required in the Suburban-Town zone (S-TOJ). The subject property is 831 Upper Cache Creek Drive, legally known as LOT 401, FERRIN 4TH ADDITION.

Please see the enclosed Staff Report for details of the Administrative Adjustment approval. Should you have any questions or require further information on this matter, please feel free to contact me at 733-0440, Ext. 1302.

Respectfully,

A handwritten signature in black ink that reads "Lindsay Kissel".

Lindsay Kissel
Senior Planner

Enclosures



TOWN OF JACKSON ADMINISTRATIVE ADJUSTMENT STAFF REPORT

PREPARATION DATE: MARCH 14, 2016

STAFF: LINDSAY KISSEL

SUBJECT: **ITEM P16-003:** ADMINISTRATIVE ADJUSTMENT TO ALLOW A 13.2' SIDE YARD SETBACK WHERE 15' SIDE YARD SETBACK IS REQUIRED

APPLICANT: BENJAMIN READ AND ANN LOUISE FLETCHER
PROPERTY OWNER: BENJAMIN READ AND ANN LOUISE FLETCHER

REQUESTED ACTION

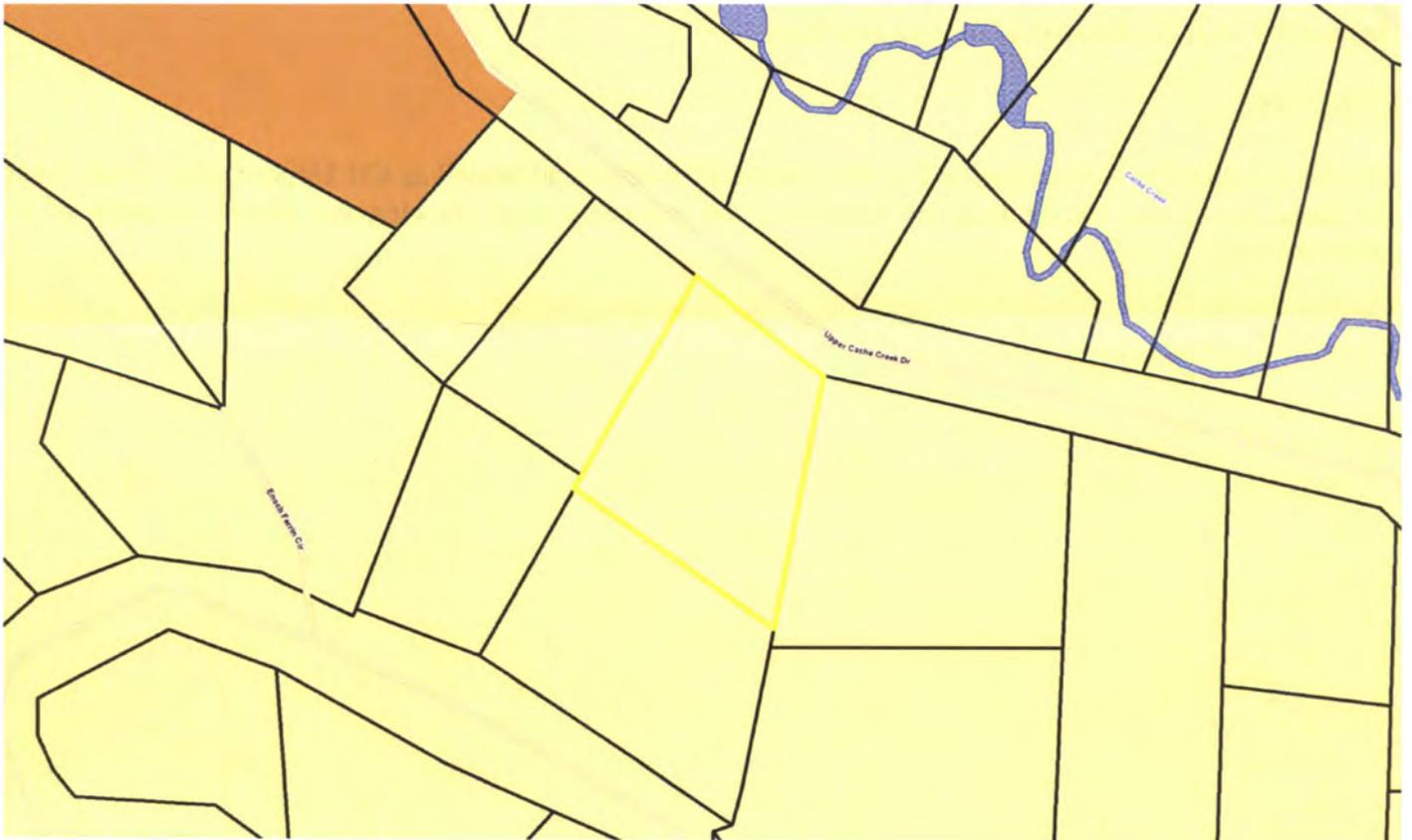
The applicant is requesting consideration of a 13.2' side yard setback where a 15' side yard setback is required in the Suburban-Town zone (S-TOJ).

APPLICABLE REGULATIONS

Section 8.8.1.B – Administrative Adjustment
Section 2.3.16.B.1 – Structure Location and Mass

LOCATION

The subject property is described as Lot 401, Ferrin 4th Addition addressed as 831 Upper Cache Creek Drive. An aerial photo and zoning map are shown on the following page showing the general location of the proposed site:



BACKGROUND

This 0.75 acre lot is located in the Suburban – Town (S-TOJ) zone with an existing single-family home estimated to have been constructed in 1975. The applicant seeks to subdivide the existing lot into two lots resulting in at least a 12,000 square foot base site area for each lot. The existing residence which will remain after approval of the subdivision, encroaches into the eastern side yard setback 1.8 feet. The Land Development Regulations, however, currently do not allow the subdivision of a non-conforming lot of record. The applicant seeks an administrative adjustment to the 15 foot side yard setback requirement in order to bring the property into compliance with the Land Development Regulations so that subdivision of the property is possible.

PROJECT DESCRIPTION

The applicant is requesting relief from the 15 foot side yard setback requirement of the Suburban Town (S-TOJ) zone in order to comply with the LDRs so that they may subdivide their property without altering their non-conforming home. The existing home encroaches into the 15 foot eastern side yard setback 1.8 feet and thus is setback only 13.2 feet. The request for relief from the 15 foot setback is less than 20% of the requirement (3 feet is 20% of 15 feet) and thus the request is eligible for an Administrative Adjustment.

STAFF FINDINGS

8.1.1 Administrative Adjustment

A. Purpose

The purpose of an administrative adjustment is to allow minor adjustments to certain requirements and numerical standards in these LDRs based on specific review standards. The intent is to provide relief when application of a standard creates practical difficulties in advancement of Comprehensive Plan goals or zoning district purposes.

B. Applicability

An application may be made for administrative adjustment of the following standards of the LDRs per Subsection B. Applicability

- 1. Landscape Surface Ratio may be adjusted up to 20%.*
- 2. Structure setbacks, not including setbacks from natural resources, may be adjusted up to 20%.*
- 3. Site development setbacks, not including setbacks from natural resources, may be adjusted up to 20%.*
- 4. Fencing height and setbacks may be adjusted up to 20%.*
- 5. Grade of developable slopes may be adjusted up to 20%.*
- 6. Wildlife friendly fencing may be adjusted as allowed by 5.1.2.E.*
- 7. Standard plant units may be adjusted as allowed by 5.5.3.F.3.*
- 8. Parking requirement may be adjusted as allowed by 6.2.2.A.1.*
- 9. Street and road standards may be adjusted as allowed by 7.6.4.C.*

Staff finds that the request seeks to adjust the structure setback of the eastern side yard by not more than 20%, thus, the application meets the applicability standard # 2 above.

C. Findings

An administrative adjustment shall be approved upon finding the application:

- 1. Complies with the applicability standards of this Section;***

As stated above, the application is in compliance with standard # 2 of the applicability requirements.

2. Either:

- a. Compensates for some unusual constraint of the site or proposal that is not shared by landowners generally, or*
- b. Better protects natural and scenic resources, or*
- c. Better supports the purpose of the zone;*

The lot of record was created prior to the establishment of the 1994 LDRs and thus the setback requirements were not consistent with current requirements which require a 15 foot side yard setback in the S-TOJ zone. The existing home encroaches 1.8 feet into the 15 foot eastern side yard setback creating a legally non-conforming lot of record. The applicant wishes to subdivide their property into two lots and they possess the acreage required to achieve the minimum base site area required to subdivide, however, under current non-conforming regulations, subdivision of a non-conforming lot of record is not allowed.

3. Is consistent with the purpose of the zone and the desired future character for the area described in the Comprehensive Plan;

District 6: Town Periphery

Subarea 6.2: Upper Cache

Classification: Stable

Neighborhood Form: Residential

Existing and Future Desired Characteristics of District 6:

The Town Periphery District is located at the edges of Town, acting as the interface between the rural land of the unincorporated County and the National Forest. This district is made up of predominantly low density single family residential development. Located at the periphery of the district is a wildlife presence that is part of the defining character of the district. These areas are close to many of the amenities of a Complete Neighborhood located in other Town districts; however, they are often not within the preferred ¼ to ½ mile walking distance. The existing street network primarily consists of low volume residential streets without any pedestrian or other alternative mode accommodations.

In the future, the desired character will remain the same, with low density single-family development remaining the principal land use. While further subdivision of this Complete Neighborhood may be necessary to further the Growth Management goals of the plan, it should be in keeping with existing character. The establishment of both minimum and maximum lot and house sizes should be developed to preserve the existing character. New buildings should match existing character in size and scale, even when lot combination resulting in a single larger lot would permit construction of a larger home or building. Residents in these areas do not wish to add any significant amenities to become more Complete Neighborhoods. Their close proximity to local convenience commercial, START bus, parks, pathways, and other amenities in adjacent districts is a desirable characteristic and should be maintained.

All future development, including improvements to existing properties, should be designed to improve wildlife permeability by providing wildlife friendly fencing, keeping development setback from riparian areas/ wetlands, and implementing other solutions known to increase permeability. The existing street networks will be maintained with limited alternative mode improvements on collector roadways. Pedestrian/bike amenities such as pathways will be added to connect this district to surrounding districts with Complete Neighborhood amenities and to connect our community to adjacent public lands. A challenge in this district will be maintaining its workforce housing demographic in the future. Maintenance of the expansive forested hillsides is also necessary to achieve the goal of preserving its scenic value, which is enjoyed from many areas outside of the district.

The request is found to be in compliance with the Future Desired Characteristics of District 6 outlined above and the Character Defining Features of Subarea 6.2 Upper Cache. This request is to allow an existing non-conforming development to become compliant with the Land Development Regulations and although this request would allow for the subdivision of an existing property which currently contains one single-family residence, the subdivision would still result in low density single-family development. The anticipated future subdivision would meet the minimum lot size parameters of the Suburban (S-TOJ) zone and thus would not increase the density of development currently allowed within the zone.

Policy Objectives

Common Value 1: Ecosystem Stewardship:

- 1.1.c: Design for wildlife permeability

Complies. No physical development changes will directly occur as a result of this request as this request will allow an existing legally non-conforming structure to remain where it is currently located. The administrative adjustment will however facilitate the subdivision of the property by creating compliance with the Land Development Regulations of the currently non-conforming structure thus allowing subdivision of the property. Each resulting lot will exceed the minimum 12,000 sf base site area required in the S-TOJ zoning. A new structure will be possible on the new lot but the density of development will not increase beyond what is currently allowed in the S-TOJ under base zoning thus wildlife permeability through the neighborhood will not be reduced.

- 1.3.b: Maintain expansive hillside and foreground vistas

Complies. The administrative adjustment will not directly result in any new physical development thus no changes to hillside and foreground vistas will occur. The future subdivision request that will be possible as a result of approval of the administrative adjustment and future physical development will be required to comply with all Land Development Regulations that are in place to maintain hillside and foreground vistas. The future subdivision will occur in an established neighborhood and will not be more impactful than existing hillside development within the neighborhood.

Common Value 2: Growth Management

- 4.3.a: Preserve and enhance stable subareas

Complies. This subdivision proposal will not change the character of the Suburban zoning district (S-TOJ) as the proposed lots do not increase the density of the zone. The resulting lots are in keeping with the large lot single-family character described by the stable Subarea 6.2 Upper Cache

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

Complies. The lots created will be no smaller and the density of development will not be more intense than what is allowed today or than what typically exists within the zone thus no significant additional impacts to natural features will occur as a result of the administrative adjustment itself or as a result of the future subdivision.

Common Value 3: Quality of Life

- 5.3.b: Preserve existing workforce housing stock

Complies. This property is currently used for workforce housing. Approval of an administrative adjustment to allow for the continued use of the property as workforce housing into the future will assist in preserving existing workforce housing stock.

6.2: Upper Cache

This residential, STABLE Subarea is defined as low density single family with a prevalence of landscape over the built environment. Future subdivision will be in keeping with the traditional development pattern with no increase in density beyond what exists on the ground today. On each lot, only a single family home will be allowed. In the future, building size should maintain the existing predominance of landscape over the built environment to avoid the construction of much larger homes than currently exist today. Wildlife permeability should be maintained or improved. Development should also occur in a manner that is sensitive to the steep slopes, avalanche terrain and other natural features found in the subarea. Commercial and recreational equestrian uses will be allowed, while other commercial uses producing large amounts of traffic and high impacts should be reduced. The addition of other Complete Neighborhood amenities is not desirable. Local residential streets will continue to be low volume with limited alternative mode improvements. Consideration of alternative mode improvements will be made on collector streets such as Cache Creek Drive.

Complies. Staff has analyzed the proposed application for consistency with the Future Desired Characteristics of District 6 and the Character Defining Features of Subarea 6.2 Upper Cache. In completing this analysis staff finds that the proposed application is consistent with the described future character of this area by proposing a two-lot single-family subdivision that does not increase the density of the Suburban zone as the proposed lots meet the minimum lot size requirement of this zone. No upgrades in neighborhood amenities will be required for this development

4. *Will not pose a danger to the public health or safety; and*

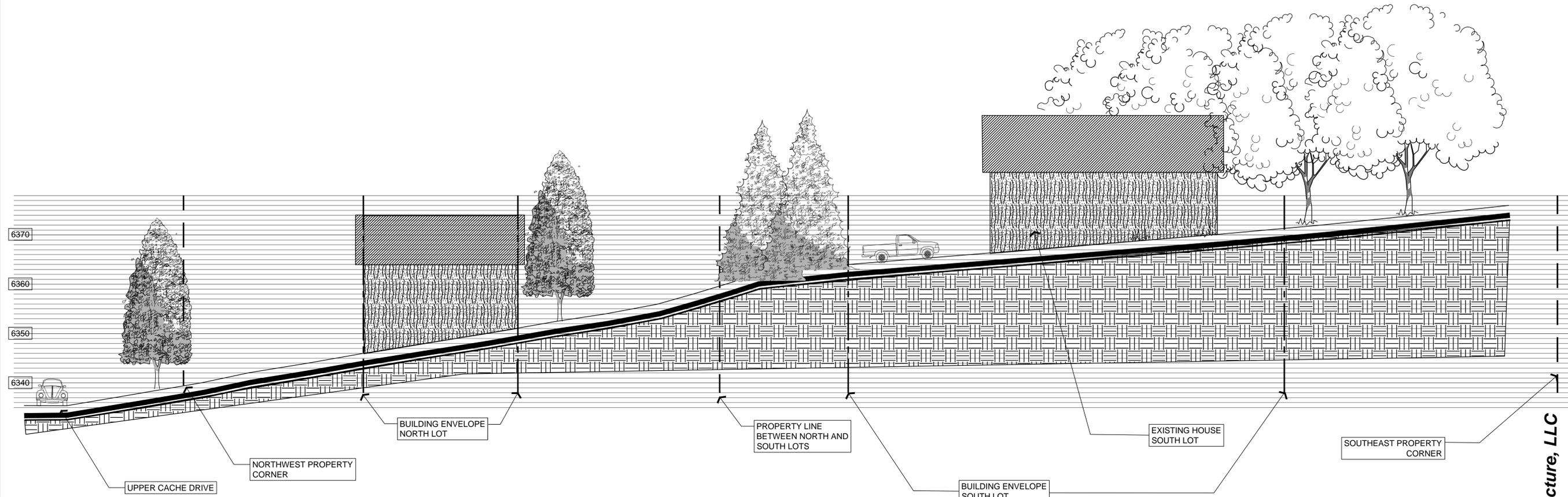
No known dangers exist in regard to allowing the existing house to remain where it is currently sited or in approving the administrative adjustment to allow for future subdivision of the property. The lot is private residential property zoned for a single-family residential use and will remain so in the future.

5. *The site is not subject to a series of incremental administrative adjustments that circumvent the purpose of this Section.*

No previous administrative adjustments have been granted for this property. The purpose of the administrative adjustment is to bring the existing property into compliance with the LDRs in order to subdivide the property in the future.

ATTACHMENTS

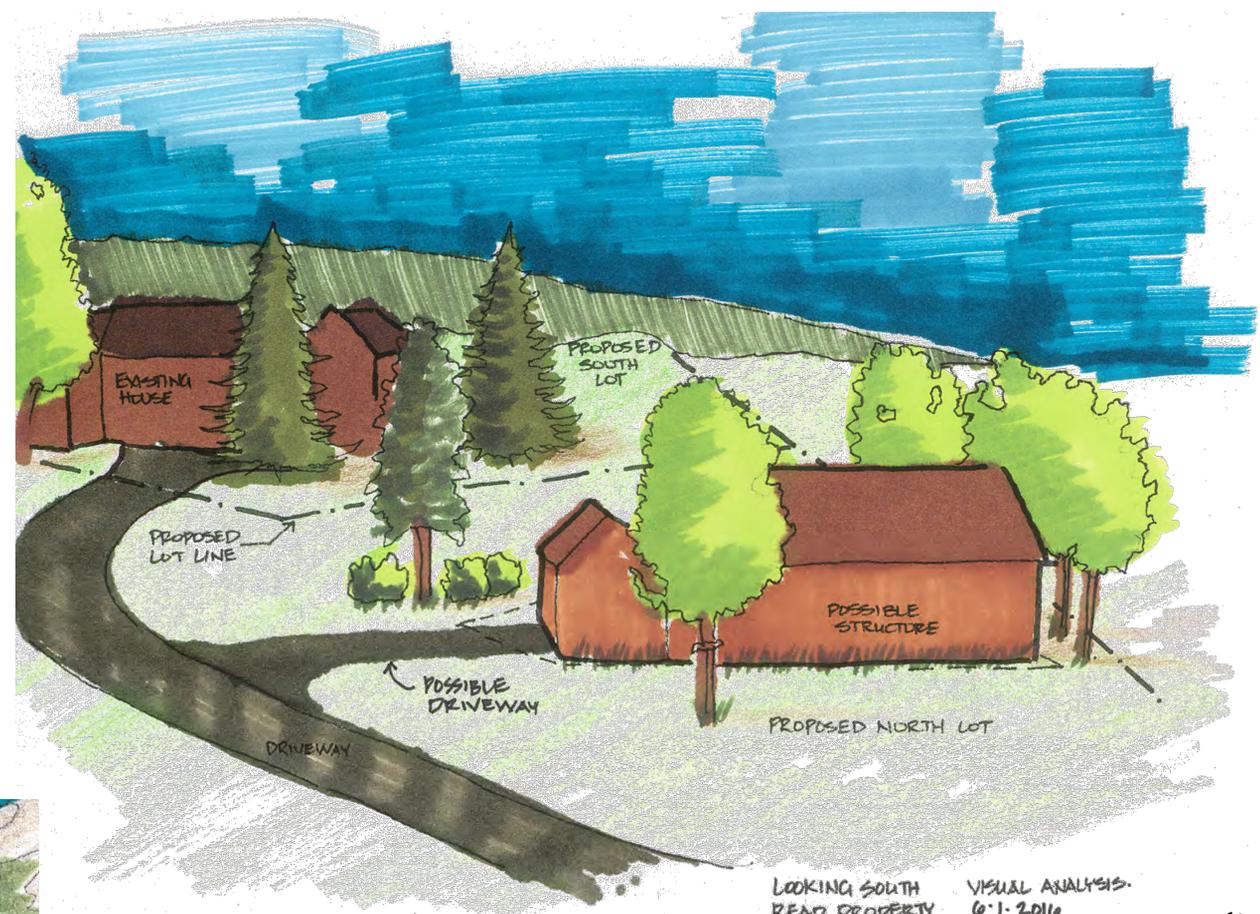
Departmental Reviews
Applicant Submittal



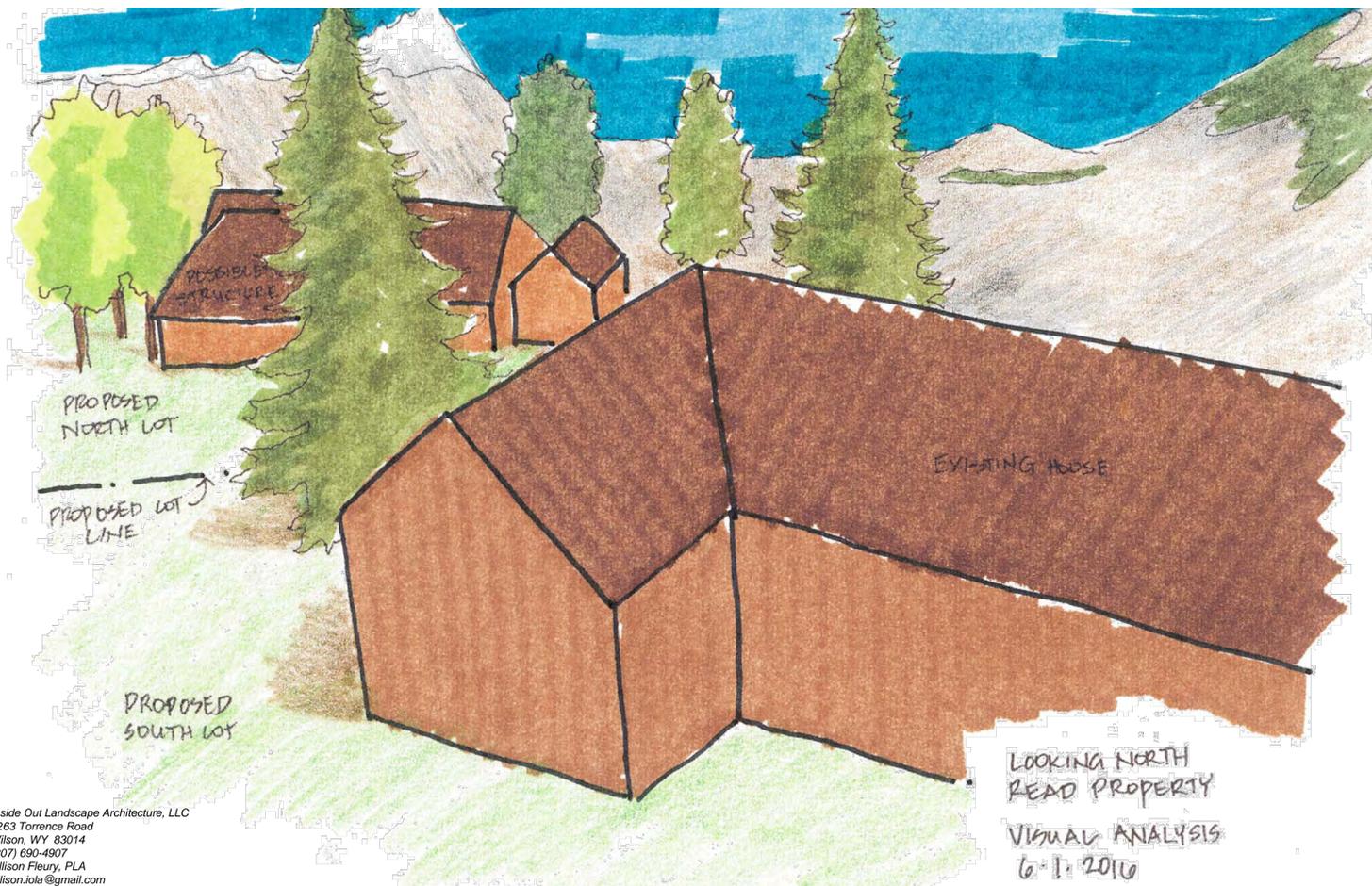
Inside Out Landscape Architecture, LLC
 5263 Torrence Rd, Wilson WY 83014
 www.insideoutlandscapearchitecture.com

PROJECT TITLE:
 READ RESIDENCE
 LOT 401 FERRIN 4TH
 ADDITION
 DRAWING TITLE:
 CROSS SECTION
 NORTHWEST TO SOUTHEAST
 DRAWING NUMBER: LS1.0
 Project Number: 2016-04
 Prepared By: AMF Date 05/19/16 Rev. Date:

Inside Out Landscape Architecture, LLC
 5263 Torrence Road
 Wilson, WY 83014
 (307) 690-4907
 Allison Fleury, PLA
 allison.iola@gmail.com
 allison_fleury@fastmail.fm



LOOKING SOUTH
READ PROPERTY
VISUAL ANALYSIS
6-1-2016



LOOKING NORTH
READ PROPERTY
VISUAL ANALYSIS
6-1-2016

Inside Out Landscape Architecture, LLC
5263 Torrence Road
Wilson, WY 83014
(307) 690-4907
Allison Fleury, PLA
allison.iola@gmail.com
allison_fleury@fastmail.fm

Inside Out Landscape Architecture, LLC
5263 Torrence Rd, Wilson WY 83014
www.insideoutlandscapearchitecture.com

PROJECT TITLE:
READ RESIDENCE
LOT 401 FERRIN 4TH
ADDITION
DRAWING TITLE:
3D SKETCHES
LOOKING NORTH AND SOUTH
DRAWING NUMBER: VA 1.0
Project Number: 2016-04
Prepared By: AMF Date: 06/01/16 Rev. Date:

ALDER ENVIRONMENTAL, LLC

Water • Wetlands • Ecological Consulting

April 13, 2016

TO: Town of Jackson Planning and Development Department
FROM: Megan A. Smith, M.S. *Senior Wildlife Ecologist* 
CC: On Sight Land Surveyors, Todd Cedarholm
Ben and Anne Read, Owners
RE: 831 Upper Cache Creek Drive, Jackson, WY (PIDN: 22-41-16-34-4-07-002)
EA Exemption and CUP Hillside Standards

On Sight Surveyors and Ben Read requested that Alder Environmental LLC (Alder) conduct a review of environmental standards as addressed in Division 5.1 and 5.2 of the Town of Jackson's Land Development Regulations. This review is a result of a subdivision permit application as detailed in the pre-application conference summary P15-012. As indicated in this pre-application conference summary, a subdivision permit application requires the completion of an Environmental Analysis (EA) unless the project is exempt under Section Division 8.2.2.B.1, *Exemptions*. Additionally, subdivision in a hillside area requires the completion of a Conditional Use Permit (CUP) which addresses, among other standards and criteria, the requirement to mitigate impacts to wildlife or crucial winter ranges. This memo addresses both the EA and CUP requirements.

A site visit was conducted on April 11, 2016 and Wyoming Game and Fish GIS data of designated crucial ranges and migration routes were examined. Professional knowledge of wildlife use and natural resources in the area was also relied upon to make the following determinations.

ENVIRONMENTAL ANALYSIS

Lot 401 of the Ferrin 4th Addition (831 Upper Cache Creek Drive) is zoned suburban (S) and is located outside of the Natural Resources Overlay District (NRO). Based on Section 8.2.2.B.g.i, *Exemptions – Other*, the lot of record qualifies for an exemption from the requirement for an environmental analysis because the lot is outside of the NRO and demonstrates compliance with all setback and buffer standards outlined in Div. 5.1 and 5.2 as addressed below.

Division 5.1 – Waterbody and Wetland Buffers

Regulations set forth in 5.1.1.D, *No Development, Setbacks/ Buffers Required*, define setbacks and buffers for waterbodies and wetlands within the town of Jackson. There are no waterbodies or wetlands on or neighboring this property. Therefore, subdivision of this lot complies with the setback/ buffer requirements outlined in Div. 5.1.

Division 5.2 – Environmental Standards Applicable in Specific Areas

Setbacks and buffers addressed under Div. 5.2 include:

- 5.2.1.F.4, *Trumpeter Swans*, (nests 300 ft setback),
- 5.2.1.F.5, *Cutthroat Trout Spawning Areas*, (150 ft setback), and
- 5.2.1.F.6.a, *Bald Eagles Nest Area*, (660 ft setback)

There are no Trumpeter Swan nests, cutthroat trout spawning areas or Bald Eagle nests on the property. Therefore, subdivision of this lot complies with the setback/ buffer requirements outlined in Div. 5.2.

CONDITIONAL USE PERMIT

At this time, subdivision is planned without physical development on the resulting lots. Therefore, of the hillside conditional use permit criteria and standards listed in 5.4.1.D.4, *Criteria and Standards*, only “c. Mitigation measures for mitigating impacts on wildlife or crucial winter range” applies.

The proposed subdivision is located in a developed neighborhood and the proposed lot is located between the existing residence and Upper Cache Creek Drive to the north. The lot to the north of Upper Cache Creek Drive is also developed. If wildlife species are traveling through this developed neighborhood, they would likely utilize the undeveloped lots to the east and south rather than through this property. Furthermore, the Wyoming Game and Fish Department has not designated this property or surrounding neighborhood as big game species crucial winter range or migration route. The closest designated crucial winter range is on the Bridger-Teton National Forest approximately 0.40 miles to the east and is designated crucial winter-yearlong range for mule deer. Since the proposed subdivision is not located on or proximate to designated crucial winter range or migration routes, adverse impacts to wildlife and crucial winter range have not been identified and mitigation measures have not been proposed.

Additionally, potential future development of a single family residence in the proposed building envelope on proposed north lot will likely not have detrimental negative impacts to wildlife and or crucial habitats.



September 9, 2016

Tyler Valentine
Associate Planner
Town of Jackson
P.O. Box 1687
Jackson, Wyoming 83001

Re: Technical review of Geotechnical Report for 831 Upper Cache Creek Drive

Dear Tyler,

I received a geotechnical report from you for the above referenced parcel. The report was prepared by Teton Geotechnical and signed and sealed by Jason Rolfe, PG.

It is my understanding that this report is a preliminary investigation that was required for a lot split by Town of Jackson as this lot is on a hill side. This report is for the purpose of identifying the soil types and determining if the site was suitable for construction. There were two test pits excavated on this site using a backhoe and they were 8 and 10 feet in depth. Fine grained soils were encountered in both holes to the depth of 5 feet below surface. Clayey silty gravel with cobbles with boulders up to 18 inches in diameter was encountered from 5 feet to bottom of both holes. The soils were classified visually and no laboratory testing was performed. The conclusion of this report was that this site is suitable for residential construction.

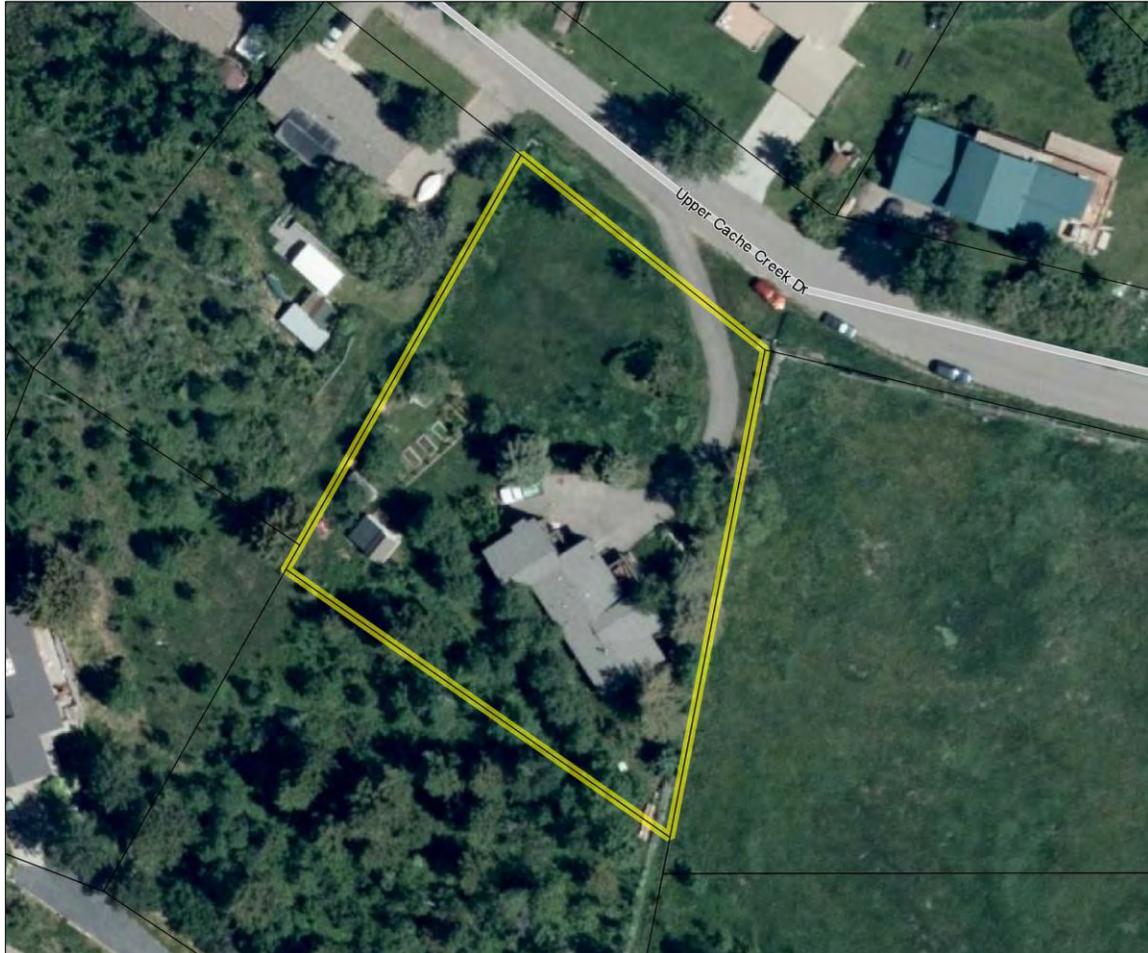
Based on the above data, I agree with the findings of this report. It is important to note that this investigation in no way was intended to be used for design purposes. If and when the owners begin the design process for a residence, a more in depth study should be conducted to ascertain the appropriate design values and parameters for this site.

Tyler, I hope this helps you with the analysis of this application. If you have any questions please do not hesitate to call me at 307-733-2999.

Sincerely,

Zia Yasrobi. P.E.

GEOTECHNICAL INVESTIGATION REPORT
831 Upper Cache Creek Drive
Jackson, Wyoming



Prepared for:
Benjamin Read
P.O. Box 1929
Jackson, Wyoming
83001

Prepared By:
Teton Geotechnical
P.O. Box 6854
Jackson, Wyoming
83002

May 10th, 2016

Benjamin Read
P.O. Box 1929
Jackson, Wyoming
83001

**Re: Geotechnical Investigation Report for 831 Upper Cache Creek Drive,
Jackson, Wyoming**

Dear Benjamin,

This geotechnical investigation report describes the test pit excavation and geologic conditions observed at 831 Upper Cache Creek Drive, located in Jackson, Wyoming. The purpose of the geotechnical information obtained from the field investigation will be used for engineering design and development on the property.

In summary, the proposed development area is underlain at depth by clayey silty gravel and cobbles with boulder colluvium at depths ranging from 4.5 feet to 5.0 feet below the ground surface. This colluvial layer is overlain by clayey silt topsoil and clayey silt loess. The coarse-grained colluvium will provide adequate bearing capacity for most applications. For example, a standard 16-inch strip footing bearing on the alluvial gravels at 3 feet in depth will have an allowable bearing capacity of 4,000 pounds per square foot. Some over-excavation may be necessary, depending on the final layout of the new residence and structures.

Groundwater was not observed and is expected to be deeper than proposed footing elevations.

We appreciate the opportunity to work with you on this project and we'll be available to answer questions as the project progresses.

Thank you,

Jason Rolfe, PG
Professional Geologist/Owner

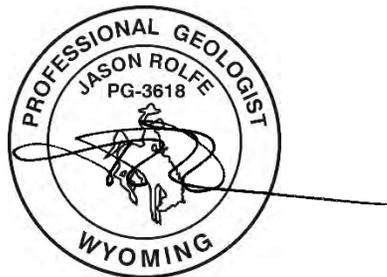


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Figures

Figure 1: Geologic Location Map
 Figure 2: Test Pit Location Map
 Figure 3: USGS Seismic Design

Appendices

Appendix A: Test Pit Photographs
 Appendix B: Test Pit Logs

1 INTRODUCTION

As authorized by Benjamin Read, Teton Geotechnical performed a geotechnical site investigation for the northern half of the 0.75-acre lot, located in the Town of Jackson, Wyoming (Figure 1). The purpose of this geotechnical investigation was to identify and log the site soils, groundwater, and site conditions for the use in planning and development of the subject property. In total, 2 test pits were excavated using a rubber-tired backhoe to depths ranging from 9.0 feet to 10.0 feet below the ground surface (Figure 2). The results of that investigation are included in this report and its appendices.

1.1 SITE DESCRIPTION

The subject property is bound to the west and north by developed residential lots and to the east and south by undeveloped residential parcels. Access to the site is from Upper Cache Creek Drive, which bounds the property on the north side. The proposed area of development dips moderately to the north and has an average elevation of approximately 6,355 feet above mean sea level. According to the Teton County GIS website, the proposed building area has an average slope of 15 to 30 percent. The parcel is located in the southeast quarter of Section 34, Township 41N, Range 116W.

At the time of the field investigation, the lot contained an existing residence and an outbuilding.

1.2 HISTORICAL INFORMATION

A review of the historical photos (available on the Teton County GIS website) indicates that the parcel has had contained a residence since the late 1960s or early 1970s.

1.3 PROPOSED DEVELOPMENT

At the time of this report, preliminary project drawings and details were not available.

1.4 PREVIOUS STUDIES

Teton Geotechnical was not provided any additional environmental, geotechnical, or similar studies performed on-site.

1.5 SCOPE OF INVESTIGATION

On April 29th, 2016, a Professional Geologist for Teton Geotechnical directed the excavation, logging, and sampling of 2 exploratory test pits at the project site. The test pits were excavated using a John Deere 310SJ, rubber-tired backhoe, operated

by Fish Creek Excavation. Test pits were excavated in the front lawn of the existing residence, which is the likely area for future development. The locations of the test pits are indicated on Figure 2 of this report. The test pits were generally terminated a minimum of 4 feet below typical bottom of footing elevations.

2 GEOLOGIC INFORMATION

2.1 GEOLOGIC SETTING

The project site can be found on the Geologic Map of the Cache Creek Quadrangle, Teton County, Wyoming (Love and Love, 2000), which contains the location of various rock units, contacts, faults, and other geologic information. According to the map, the site is covered by Quaternary loess deposits (Ql), which consist of “light-gray, structureless, homogeneous; wind-deposited silt” (Figure 1). The soils observed in the test pits agree with the previous geologic mapping.

2.2 SEISMICITY

Jackson Hole is located within the Intermountain Seismic Belt (ISB), a zone of seismicity that extends south to Arizona and north into Montana. The ISB is responsible for several large fault zones throughout the Intermountain West and includes the Teton, Hoback, and Grand Valley fault systems. The Teton fault is located approximately 8 miles northwest of the project site and is considered to be capable of generating a magnitude 6.9 to 7.5 earthquake. Strong ground motion at the project site can be expected if there is a sizeable earthquake on the Teton or other regional fault. Seismic design criteria, provided by the USGS, are attached in Figure 3 of this report.

2.3 SITE SOILS AND ENGINEERING CHARACTERISTICS

In general, the site soils are very consistent and contain 4.5 to 5.0 feet of soft, fine-grained topsoil and loess deposits overlying dense, coarse-grained colluvial soils. The colluvium is considered to be an adequate bearing surface for most types of residential construction. Detailed test pit logs are included in Appendix B of this report.

The colluvium has an average dry density of 135 pounds per cubic foot, an internal friction angle of 35 degrees, and no cohesion.

The USDA Web Soil Survey, classifies the northern half of the lot (the proposed area of development) as containing Greyback-Thayne complex, which occurs on 10 to 20 percent slopes.



2.4 SURFACE WATER AND GROUNDWATER

Groundwater was not observed in either of the two test pits and is expected to be deeper than the proposed footing elevations.

Cache Creek is located 160 feet north of the project site and is approximately 10 vertical feet lower than the lowest portion of the project parcel.

The building envelope is not mapped within a flood hazard area. Detailed flood maps are available on the Teton County GIS website, or on FEMA's Flood Insurance Rate Map - Panel number 56039C2525E.

2.5 GEOLOGIC HAZARDS

The geologic hazards identified at the site include strong ground motion in connection with a seismic event. Liquefaction from strong ground shaking is not expected if the proposed buildings and other structures are placed on the dense, coarse-grained colluvial soils.

2.6 LABORATORY TESTING

Laboratory testing was not deemed necessary for the soils encountered at the site due to our familiarity with the soils encountered.

3 GEOTECHNICAL RECOMMENDATIONS

3.1 GRADING AND SITE PREPARATION

As previously noted, the site is underlain by colluvium, which is a suitable bearing layer and consists of clayey silty gravel and cobbles with boulders. Prior to placement of foundation elements, the site should be cleared of organic materials (lawn and landscaping), topsoil deposits, clayey silt loess, and other unsuitable materials. Final grade should be checked by this office (or another suitable observer) to verify the bearing soils. In some areas, over-excavation may be required, depending on the final bottom of footing elevation and the depth of the colluvium at that location.

The native alluvium should be compacted with a smooth-drum vibratory compactor in order to consolidate any soils that were disturbed during excavation.

3.2 UNSUITABLE MATERIAL REMOVAL

As mentioned above, there may be minor areas where the proposed footing elevation is located on unsuitable soils (fine-grained topsoil or loess deposits). In that case, the unsuitable materials will need to be over-excavated and replaced with suitable engineered fill. Suitable engineered fill may include colluvium from within

the site or imported sandy cobble and gravel (pit-run) from an outside source. This office should verify the type of imported material, if needed.

3.3 COMPACTION

The on-site colluvium or imported engineered fill will provide a dense and adequate bearing layer and usually require little effort to reach a suitable compactive state. Gravel and cobble fills generally benefit from the use of a smooth-drum vibratory compactor of suitable size for the lifts being placed; a sheeps-foot roller is not recommended.

Imported “pit run” type materials or the on-site native colluvium typically require little moisture to be added and will likely reach 95% compaction (established through ASTM D698) with three full passes of a 1.5-ton (or larger) vibratory compactor. Due to the abundant amount of oversized (>3/4-inch) material in the alluvium, nuclear density readings may be erroneous. Instead, the compacted areas should be observed for signs of deflection and the presence of seams between passes. When the fill ceases to yield and the gravel and cobble starts to break, a suitable compactive state has been reached. Lifts should not exceed 8 inches in uncompacted thickness and should be laid in a horizontal fashion. The use of a hoe-pack, “jumping jack”, or other smaller compactive devices should not be used under structural elements, but may be used under landscaping or against foundation walls. Fills placed for landscaping purposes (but not including hardscapes) should have a minimum compaction of 92%, per ASTM D698.

This office is available to meet with the earthwork contractor to establish proper compaction techniques in the field, if needed.

3.4 SITE DRAINAGE

Final slopes for landscaping, hardscapes, parking areas, or other similar elements should be sloped away from foundation elements. Proper site drainage is ultimately the responsibility of the Civil Engineer. The colluvium should percolate at a rate of approximately 30 minutes per inch, based on previous percolation tests in similar materials. A percolation test was not included in the scope of this project.

3.5 SLOPE STABILIZATION AND SHORING

At the time of this report, it does not appear that any slope stabilization will be needed. OSHA classifies the clayey silty gravel and cobble colluvium as a Type C soil and temporary construction slopes should not exceed 1.5H: 1V (34°) or 20 feet in depth. Large cobbles and boulders in the cut slopes may present a falling and rolling hazard and should be carefully excavated or retained prior to allowing workers into the area. The general contractor will be ultimately responsible for making sure that the slopes conform to OSHA standards.



3.6 CONSTRUCTION OBSERVATIONS

This office should be present to verify the depths and lateral extents of the colluvium as it is exposed during site excavation. If any variations of the soils are encountered, this office should be notified.

4 FOUNDATIONS

4.1 SHALLOW FOUNDATIONS

It is assumed that shallow foundations will be installed and that they will bear directly on the colluvium, as previously discussed. For a standard continuous strip footing that is 16 inches in width and buried 4 feet below the ground surface, an allowable bearing capacity of 4,000 psf is recommended. For a similar footing placed 8 feet below the ground surface, a bearing capacity of 6,000 psf is allowed. Calculations are based on an internal friction angle of 35 degrees and a density of 135 pcf for the colluvium. If the foundation elements are not placed at this approximate elevation or if the footings will have different dimensions, then please contact this office to rerun the calculations for the new values. These numbers were calculated using Terzaghi's method.

A coefficient of friction against sliding of 0.58 is suggested for concrete placed in colluvial soils (Terzaghi in Coduto, 2001).

4.2 SLAB ON GRADE CONSTRUCTION

If slab on grade construction is to be used, any unsuitable soils should be removed from beneath the slab and replaced with suitable engineered fill, as previously noted.

4.3 SEISMIC DESIGN CRITERIA

A summary of the USGS Design Maps report is included as Figure 3 of this report and provides design information from the site. The soil characteristics are based on the average soil data down to 100 feet in depth and the values are computed based on the 2012 International Building Code guidelines. A soil Site Class D was assigned based on the assumed blown count data for the colluvial soils.

4.4 LATERAL PRESSURE PARAMETERS

The table below indicates lateral pressure parameters that were calculated for the colluvial soils or "pit run" engineered fill using Rankine and Jaky's theory for cohesionless soil. An internal friction value of 35° and unit weight of 135 pcf was assumed for the coarse-grained soils. The following assumes backfill sloping 12.5 degrees into the foundations:

	Earth Pressure Coefficient	Fluid Pressures (pcf)
At-rest	0.64	84
Active	0.31	42
Passive	2.43	328
Active Seismic	0.39	52
Passive Seismic	2.23	301

5 CONCLUSION

The dense, clayey silty gravel and cobble with boulder colluvium, found at depths between 4.5 and 5.0 feet below the ground surface, will provide an adequate bearing surface for most foundation elements. Groundwater was not observed and is expected to be deeper than anticipated footing elevations.

6 LIMITATIONS

The geotechnical recommendations outlined in this report are based on a limited amount of data and assumes that major variations in the subsurface will not exist. Although every attempt to document the soils has been made, the soil conditions are based on a limited amount of information. This office should be immediately notified if significant differences between the assumptions made in this report and the actual site conditions exist.

At the time of this report, project drawings were not available for review. This office should be provided a set of final development plans in order to verify that the recommendations made in this report are in accordance with the project specifications. Copies of this report should be made available to the contractors, architects, and engineers working on this project.

The recommendations provided in this report are valid for one year from its issue date and this office should re-verify site conditions after that time. This report and its figures are applicable only to the aforementioned project site and should not be used for other properties or parcels.

Teton Geotechnical appreciates the opportunity to work with you on this project. If you have any additional questions regarding this project, then please feel free to contact our office.

7 REFERENCES

Coduto, D. P., 2001, Foundation Design, Prentice Hall.

Federal Emergency Management Agency, Flood Map Service Center, Internet site: <https://msc.fema.gov/portal/>, last accessed on 5/3/2016.

Love, J.D., and Love, C.M., 2000, Geologic Map of the Cache Creek Quadrangle, Teton County, Wyoming, Wyoming State Geological Survey, J. David Love Historical Geologic Map Series, Map LMS-1, 1:24,000.

Occupational Safety & Health Administration, OSHA Regulations 29CFR 1926, Subpart P.

Smith, R.B., Arabasz, W.J., 1991, Seismicity of the Intermountain Seismic Belt, in Slemmons, D.B., Engdahl, E.R., Zoback, M.D., and Blackwell, D.D., editors, Neotectonics of North America, Geological Society of America, Decade Map Volume 1, p. 185-228.

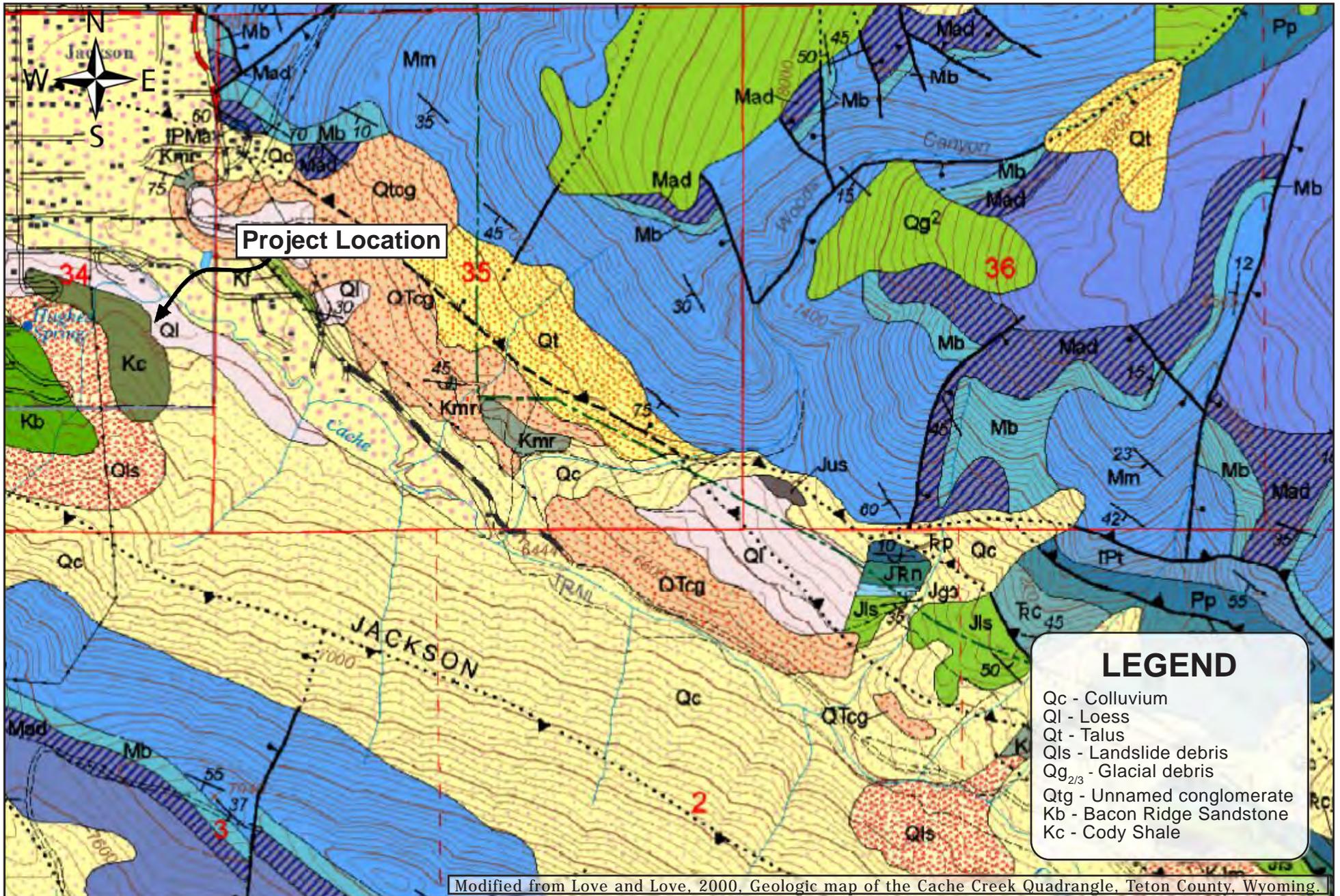
Teton County, Teton County GIS Map Server, Internet site: <http://maps.greenwoodmap.com/tetonwy/mapserver/map>, last accessed on 5/6/2016.

United States Department of Agriculture, Web Soil Survey, Internet site: <http://websoilsurvey.sc.egov.usda.gov/App/WebSoilSurvey.aspx>, last accessed on 5/5/2016.

United States Geological Survey, U.S. Seismic Design Maps, Internet site: <http://earthquake.usgs.gov/designmaps/us/application.php>, last accessed on 5/5/2016.



FIGURES



Geologic Location Map
 Geotechnical Investigation Report
 831 Upper Cache Creek Drive
 Jackson, Wyoming

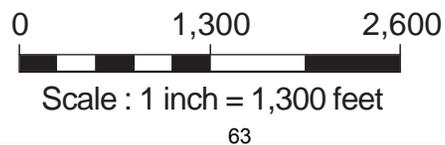
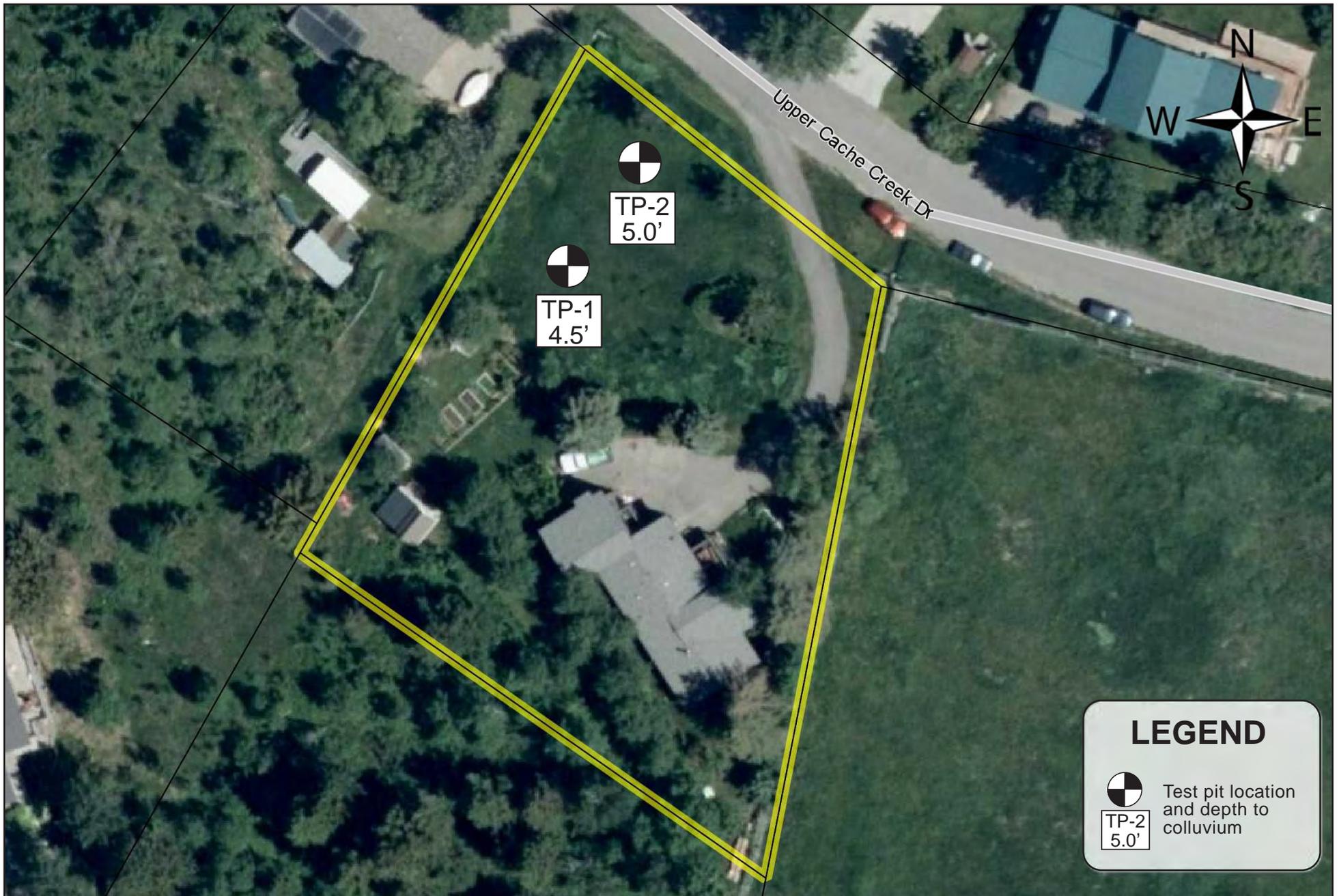


FIGURE
 1



Test Pit Location Map
 Geotechnical Investigation Report
 831 Upper Cache Creek
 Jackson, Wyoming

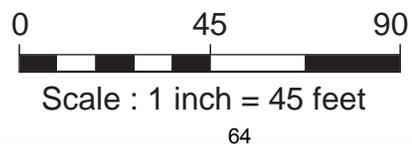


FIGURE
 2

USGS Design Maps Summary Report

User-Specified Input

Report Title 831 Upper Cache Creek Drive
Thu April 28, 2016 15:53:00 UTC

Building Code Reference Document 2012 International Building Code
(which utilizes USGS hazard data available in 2008)

Site Coordinates 43.4713°N, 110.7447°W

Site Soil Classification Site Class D – “Stiff Soil”

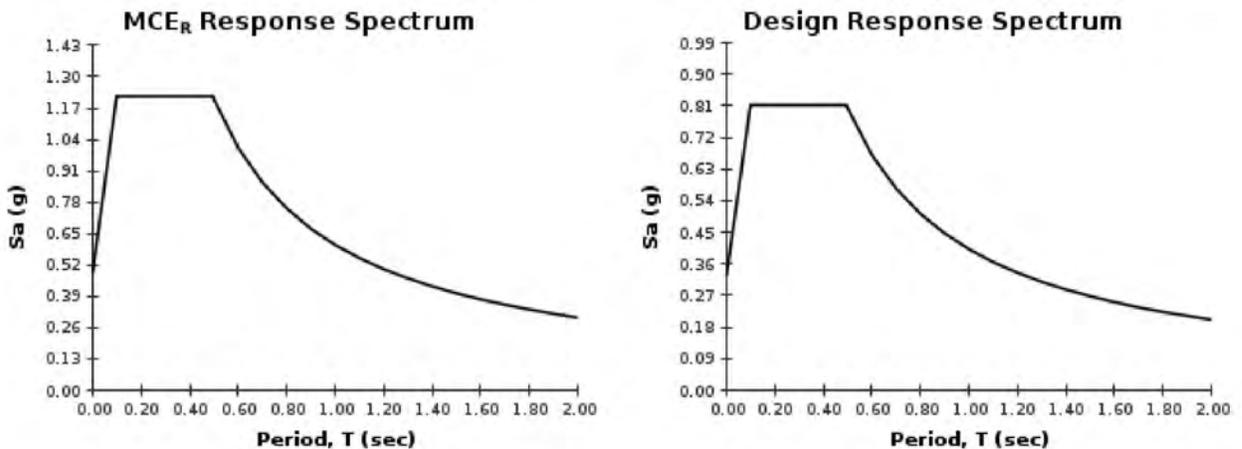
Risk Category I/II/III



USGS-Provided Output

$S_S = 1.190 \text{ g}$	$S_{MS} = 1.219 \text{ g}$	$S_{DS} = 0.812 \text{ g}$
$S_1 = 0.358 \text{ g}$	$S_{M1} = 0.603 \text{ g}$	$S_{D1} = 0.402 \text{ g}$

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.



APPENDICES



APPENDIX A

Test Pit Photographs



Photo 1: Profile view for test pit TP-1 showing topsoil and loess over colluvium.



Photo 2: Excavated spoils from test pit TP-2.



Teton Geotechnical

APPENDIX B

Test Pit Logs

Project: 831 Upper Cache Creek	Project Number: 1601.1	Client: Read	Test Pit No. 1
Site Location: Town of Jackson, Wyoming		Excavation Contractor: Fish Creek Excavation	Excavator Type: John Deere 310SJ
Logged By: JR	Date	Started: 4/29/2016	Operator: Bill
Elevation: ~6,358'		Completed: 4/29/2016	Weather: Mostly Cloudy, 45°
Test Pit Location: Uphill side of lawn, see Figure 2		Groundwater Depth: N/A	Total Depth of Test Pit: 10.0'
Surface Description: Grassy lawn		Monitoring Well Notes: N/A	
Other:			

Depth (feet)	Sample Type	Sample Number	Penetrometer (tons/ sq. foot)	Lithology	Approximate Dry Density (pcf)
1				Lithology Soil Group Name: modifier, color, moisture, density/consistency, grain size, other descriptors. Rock Description: modifier, color, hardness/degree of concentration, bedding and joint characteristics, solutions, void conditions, other descriptors.	
2				0.0' - 2.0': TOPSOIL/FILL - Clayey silt, light black/black brown, moist, soft, easy digging.	100
3				2.0' - 4.5: LOESS - Clayey silt, medium brown, moist, soft to slightly stiff, clay 20%, silt 80%, homogeneous, easy digging.	100
4				4.5' - BOH: COLLUVIUM - Clayey silty gravel and cobbles w/ boulders, grey brown, moist, dense, angular to sub-round clasts of limestone, sandstone, and quartzite clasts up to 12-inches in diameter, clayey silt matrix 20%, gravel 35%, cobbles 35%, boulders 10%.	135
5					
6					
7					
8					
9					
10				Bottom of test pit at 10.0'	
11				Groundwater not observed	
12					
13					
14					



Project: 831 Upper Cache Creek	Project Number: 1601.1	Client: Read	Test Pit No. 2
Site Location: Town of Jackson, Wyoming		Excavation Contractor: Fish Creek Excavation	Excavator Type: John Deere 310SJ
Logged By: JR	Date	Started: 4/29/2016	Operator: Bill
Elevation: ~6,315'		Completed: 4/29/2016	Weather: Mostly Cloudy, 45°
Test Pit Location: Downhill side of lawn, see Figure 2		Groundwater Depth: N/A	Total Depth of Test Pit: 11.0'
Surface Description: Grassy slope		Monitoring Well Notes: N/A	
Other:			

Depth (feet)	Sample Type	Sample Number	Penetrometer (tons/ sq. foot)	Lithology <u>Soil Group Name:</u> modifier, color, moisture, density/consistency, grain size, other descriptors. <u>Rock Description:</u> modifier, color, hardness/degree of concentration, bedding and joint characteristics, solutions, void conditions, other descriptors.	Approximate Dry Density (pcf)
1				0.0' - 1.5': TOPSOIL/FILL - Clayey silt, light black/black brown, moist, soft, easy digging.	100
2				1.5' - 5.0: LOESS - Clayey silt, medium brown, moist, soft to slightly stiff, clay 20%, silt 80%, homogeneous, easy digging.	100
3					
4					
5				5.0' - BOH: COLLUVIUM - Clayey silty gravel and cobbles w/ boulders, grey brown, moist, dense to very dense, angular to sub-round clasts of limestone, sandstone, and quartzite clasts up to 18-inches in diameter, clayey silt matrix 20%, gravel 35%, cobbles 35%, boulders 10%.	135
6					
7					
8					
9				Bottom of test pit at 9.0' Groundwater not observed	
10					
11					
12					
13					
14					



Project Number P16-067
Project Name 831 Upper CacheCreek Drive
Type DEVPLAN
Subtype PHYSICAL DEVELOPMENT
Status STAFF REVIEW

Applied 6/8/2016 JC
Approved
Closed
Expired
Status

Applicant On Sight Land Surveyors, Inc.

Owner READ, BENJAMIN H. & ANNE LOUIS

Site Address
831 UPPER CACHE CREEK DRIVE

City
JACKSON

State Zip
WY 83001

Subdivision
FERRIN 4TH

Parcel No
22411634407002

General Plan

Type of Review	Status	Dates			Remarks
		Sent	Due	Received	
Contact Notes					
Building Steve Haines	APPROVED W/COND	6/8/2016	6/29/2016	6/17/2016	

Project has not been reviewed for compliance with the Building and/or Fire Codes adopted by the Town of Jackson. Approval of documents for planning department application does not indicate compliance with the applicable local codes and ordinances or State Law.

Contact the Building Official for additional information as needed

Steve Haines
Building Official
Jackson, Wyoming

Fire	APPROVED W/COND	6/8/2016	6/29/2016	6/17/2016	
None					

MEMO

TO: Paul Anthony, Principal Planner

FROM: Kathy Clay, Fire Marshal

DATE: June 17, 2016

SUBJECT: Hillside Development Plan, Subdivision and Conditional Use
831 Upper Cache Creek Drive
P16-067, 068

This office has received the request for a development plan, subdivision and conditional use permit at the above address.

Property is within the boundaries of the wildland urban interface. New construction shall comply with the most current edition of the International Wildland Urban Interface Code.

If you have any concerns or questions, feel free to contact me at kclay@tetonwyo.org or 307-733-4732.

Thank you.

Type of Review	Status	Dates			Remarks
		Sent	Due	Received	
Contact Notes					
Legal A Cohen-Davis	APPROVED	6/8/2016	6/29/2016	7/1/2016	

Parks and Rec None		6/8/2016	6/29/2016		

Pathways Brian Schilling	APPROVED	6/8/2016	6/29/2016	6/15/2016	
No comments from Pathways.					

Planning Tyler Sinclair		6/8/2016	6/29/2016		

Police None	APPROVED	6/8/2016	6/29/2016	6/28/2016	
No concerns. Todd Smith					

Public Works Shawn OMalley (7/20/2016 11:35 AM SO)	APPROVED W/COND	6/8/2016	6/29/2016	8/12/2016	
No Engineering concerns at this time					

START Janice Sowder	APPROVED	6/8/2016	6/29/2016	6/13/2016	
No START comments at this time. Darren Brugmann					

TC Housing Authority None	APPROVED W/COND	6/8/2016	6/29/2016	6/28/2016	

Type of Review	Status	Dates			Remarks
		Sent	Due	Received	
Contact					
Notes					
MEMORANDUM					

To: Paul Anthony
 Principle Planner, Town of Jackson Planning and Building

From: Valerie Adams
 Housing Specialist, Teton County Housing Authority

Re: DEV & CUP (P16-067 & P16-068)
 831 Upper Cache Creek Drive

Date: June 28, 2016

The applicant is submitting a request for a Development Plan, Subdivision and Conditional Use Permit for a Hillside Development for the property located at 831 Upper Cache Creek Drive, legally known as LOT 401, FERRIN 4TH ADDITION. Jackson Teton County Affordable Housing Department (Housing Department) staff's review is based on Division 7.4 of the Town of Jackson Land Development Regulations (LDRs).

TOWN OF JACKSON LAND DEVELOPMENT REGULATIONS REVIEW

AFFORDABLE HOUSING MITIGATION PLAN (DIVISION 7.4): The applicant is seeking approval of a Development Plan to subdivide the existing Lot 401 of the Ferrin Addition 4th Filing, 831 Upper Cache Creek Drive, into two separate lots. The property is currently zoned Suburban Residential and contains one single-family home. Section 7.4.2.D.10 of the LDRs states the subdivision of a previously platted residential lot into no greater than two lots shall be exempt from these standards. There will be no affordable housing requirements for this application. Further, this exemption shall only be applied on a one-time basis.

Thank you for the opportunity to review this application. Please contact me with any questions.

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