



# TOWN OF JACKSON TOWN COUNCIL AGENDA DOCUMENTATION

**PREPARATION DATE:** NOVEMBER 30, 2017  
**BUILDING**

**MEETING DATE:** DECEMBER 4, 2017

**APPLICANT:** JH CLASSICAL ACADEMY

**SUBMITTING DEPARTMENT:** PLANNING &

**DEPARTMENT DIRECTOR:** TYLER SINCLAIR

**PRESENTER:** TYLER SINCLAIR

**SUBJECT:** TEMPORARY SIGN PERMIT – Ceremony of Carolos, Student Christmas Concert

## STATEMENT/PURPOSE

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

## BACKGROUND/ALTERNATIVES

The applicant has requested one temporary banner to be located at 105 Buffalo Way (Albertsons) during:

December 17-23, 2017

Section 4670.I of the Town's Land Development Regulations allows Council to approve up to four (4) off-site banners. The event does not require any Town services; therefore, a special event license is not required. Staff recommends approval, as the Town has permitted such signs in the past, as long as all other regulations for signage are complied with.

## ALIGNMENT WITH COUNCIL'S STRATEGIC INTENT

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

## ATTACHMENTS

Applicant Submittal

## FISCAL IMPACT

None

## STAFF IMPACT

None

## LEGAL REVIEW

N/A

## RECOMMENDATION

The Planning Director makes no recommendation for the banner located at 105 Buffalo Way (Albertsons), subject to the following conditions:

1. The use of the site shall be granted by the property owner.
2. The sign shall not be located on the sidewalks or in the public right of way.
3. The sign for 105 Buffalo Way (Albertsons) may be installed during:

December 17-23, 2017

## SUGGESTED MOTION

I move to **approve** the temporary banner in conjunction with the JH Classical Academy, subject to three (3) conditions of approval.

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



TEMPORARY SIGN PERMIT APPLICATION

Planning & Building Department
Planning Division

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

EVENT NAME:

Event Name: Ceremony of Carols Physical Address of Event: 3255 West High School Rd.
Description of Event: Student/Christmas Concert

EVENT SPONSOR/APPLICANT:

Name: Elizabeth Bicnie Phone: 307-201-5040
Mailing Address: PO Box 7466 ZIP: 83002
E-mail: ebicnie@jhclassical.org Non-Profit: [checked] For Profit: [ ]

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

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

SUBMITTAL REQUIREMENTS. Attach the following:

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

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

Elizabeth Coeburn Bicnie
Signature of Authorized Event Applicant
Elizabeth C. Bicnie
Applicant Name Printed

Nov. 16, 2017
Date
Marketing Coordinator
Title

# Jackson Hole Classical Academy



## *Ceremony of Carols*

Wednesday, December 20  
6:00 PM



"The mind is not a vessel to be filled  
but a fire to be kindled."

- Plutarch

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

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