

Instructions for
Conditional Use Permit Application
Sublette County, Wyoming

PROCESSING PROCEDURE

A **Sufficient** Conditional Use Permit Application includes:

1. Completed Application (attached)
2. A copy of the deed, deed restrictions, and covenant restrictions (County Clerk)
3. Pay the \$100 processing fee (checks payable to Sublette County)
4. Letter of authorization (if applicable) ' '
5. A reclamation/revegetation bond (if applicable)

6. A detailed description of the project including any equipment to be used, hours of the proposed operation, anticipated impact to the surrounding property owners, approximate amount of traffic to be generated by the proposed use, and any other pertinent information.

7. A location map (USGS quad) showing the site in relation to the surrounding land uses, including all surface water, wells, drainage, or irrigation systems within the adjacent area to the development site.

8. A site plan, drawn to scale, showing the property boundaries and dimensions, north arrow, proposed layout of buildings and other structures (both temporary and permanent), off-street parking and loading areas, internal and adjacent roads, wells and water storage facilities, sewage disposal systems, utility lines, easements and recreational area for the proposed project.

9. If this use requires a sewage disposal system and water development, indicate your plans for providing sewage and water systems.

10. The type of buffers, barriers or screening you are proposing for this development.

11. Any other additional information the Planning & Zoning Staff may require

A sufficiency review will be completed within 14 days by the County Planning & Zoning Department Staff. If your application is deemed insufficient it will be returned for completion. Once sufficiency is determined the application will be sent out to reviewing agencies. Upon review it will be scheduled for the next available public hearing dates (Planning Commission, County Commissioners).

Note:

If you have not commenced development and or the permitted use within 1 year of issuance, the conditional use will expire.

APPLICATION FOR CONDITIONAL USE PERMIT

Sublette County, Wyoming

Filing Fee: \$100.00

Date Submitted 12-8-2022 8:45am _____ Date Accepted

Note: If the applicant is not the owner(s), please include a *Letter of Authorization*, authorizing the agent/representative to file an application on behalf the owner(s).

Owner/Applicant: Jackson Fork Ranch, LLC, Attn: Alfred Levitt,

Mailing Address: 1395 S. Platte River Dr., Denver, CO 80223

Phone No.: (Home) _____ (Business) _____ (Cell) (301) 452-9230

Agent/Representative: Morgan Fischer

Mailing Address: S. Brewster St., Suite 264, Glen Cove, NY 11542

Phone No.: (Home) _____ (Business) (516) 817-9918 (Cell) (516) 817-9918

Note: Please attach the legal description (deed) to this application.

General Legal Description and Deeds attached as Exhibit 1-A, 1-B, 1-C, 1-D, 1-E and 1-F for Jackson Fork Unit and Exhibit 2 for Dead Shot Unit.

Property Location:

Jackson Fork Unit:

(Sections) 2,3, 9, and 10 - Partial (Township) 36 (Range) 114

(Sections) 26, 27, 33, 34 - Partial (Township) 37 (Range) 113

Dead Shot Unit

(Sections) 21 and 28 - Partial (Township) 36 (Range) 114

Zone: A-1 Total Acreage: Jackson Fork Unit 1,300 acres, more or less, Dead Shot Unit 159 acres, more or less. (Does not include acreage zoned RS-1 or RR-5).

1. Do you have legal access to the land? YES NO
If yes, attach a copy of the document granting access or include in the letter of authorization.
If no, what grants you the right to enter and exit the property you are planning to develop?

Property has access to Upper Hoback County Road (23-174) by U.S. Forest Service Permit. Copy of permit attached as Exhibit 3.

2. Conditional Use being requested:

Applicant currently holds a Conditional Use Permit (CUP), a copy of which is attached hereto as Exhibit 4, for a Guest Ranch operation approved on 4/23/2010 for 478 acres, more or less, on the Jackson Fork Unit along the Hoback River south of U.S. Highway 189/191. Applicant requests to amend this Conditional Use Permit to expand its Guest Ranch operations to include all of the Jackson Fork Unit zoned A-1, 1,300 acres, more or less, and 159 acres, more or less, located southerly of the Main Unit approximately 1.8 miles at the Dead Shot Unit. The Dead Shot Unit will be conveyed to the Applicant upon approval of the requested permit amendment to create common ownership of all concerned lands.

The Dead Shot Unit presently has five residential units with a combined total of twelve bedrooms. All of these units have short-term rental (STR) permits issued by Sublette County. If the CUP amendment is granted, the STR permits will be relinquished and the five residential units removed from rental use.

Applicant requests the following amendments to the existing CUP:

1. Construction on the Dead Shot Unit of a dining pavilion facility approximately 8,000 square feet in size. The facility would be partially open and partially enclosed with one residential facility for use by staff. It will not be open to the public.

2. Construction on the Dead Shot Unit of no more than ten guest cabins. These cabins will be of various sizes and contain various numbers of bedrooms.

(The general location of these additional structures are shown on the site plan presented with this application.)

3. Remodeling a portion of the existing riding arena on the Dead Shot Unit to develop two common bunk house type sleeping areas with five beds each for youth guests (under eighteen years of age), a gymnasium and a sleeping area for staff.

(The construction of the additional units and the remodeling may be phased.)

4. The current Jackson Fork CUP limits the guests thereunder to fifteen at any one time. This limitation will remain the same under the amended CUP for the Jackson Fork Unit. A limit of forty guests residing at any one time is requested for the Dead Shot Unit in addition to the ten youth guests to be housed in the remodeled riding arena area.

General Guest Ranch activities at the Jackson Fork Unit will be made available to guests at the Dead Shot Unit as they are now available to guests at the Jackson Fork Unit. Guests at both Units will have full availability to activities on both Units. These activities will include outdoor activities for guests such as horseback riding, fishing trips, cookouts, etc. Any activities proposed on U.S. Forest Service lands will fully comply with all applicable regulations and be

undertaken with outfitters holding U.S. Forest Service use permits.

There should be minimal impact on traffic on Upper Hoback County Road (23-174) as the guest traffic to the Jackson Fork Unit and the STR traffic to the Dead Fork Unit is already permitted and part of the existing traffic count. The only increase in the guest numbers traffic would be associated with the additional guests at the Dead Shot Unit. Jackson Fork will provide shuttle service between the Jackson Fork Unit and the Dead Shot Unit to address the issue of guests traveling between the two units. Traffic will likely become less as the Guest Ranch guests will be spending most of their time on the ranch engaged in activities as opposed to STR guests coming and going on their own.

Attached as Exhibit 5 is Letter of Authorization from Dead Shot Holdings, LLC the current owner of the Dead Shot Unit. As stated above, the Dead Shot Unit will be conveyed to the Applicant upon approval of the requested permit amendment to create common ownership of all concerned lands. The reason for the delay is due to the fact that the STR permits referred to above will terminate when ownership transfers.

Criteria for Conditional Use

Sublette County, Wyoming

The Planning and Zoning Commission in making its recommendation, and the Board of County Commissioners in making its decision, shall consider the conformity of the proposed conditional use with the goals, policies and guidelines of the Sublette County Comprehensive Plan. Please address how your application meets the criteria below.

1. Whether a special need will be met, including providing new jobs or an expanded economic base:

Five STR units are presently permitted on the Dead Shot Unit. By bringing these units under the Jackson Fork CUP, the guests occupying these units will be able to avail themselves of the full Guest Ranch experience on both the Dead Shot Unit and the Jackson Fork Unit. The additional guests allowed under the amended CUP will increase the economic benefit to the general Sublette County area and create new jobs.

2. Whether the proposed location will best serve this interest:

The Jackson Fork Unit is presently operated under an existing CUP and the Dead Shot Unit under STR permits. The close proximity of the two units will allow the Dead Shot Unit guest ranch guests to participate in recreational activities which are available to a greater extent on the Jackson Fork Unit due to its larger size. All involved lands are zoned A-1 with Guest Ranches allowed as a conditional use. The ranch is over 1,400 acres in combined size which, with the adjacent U.S. Forest service lands, provides access to numerous recreational activities.

- 3.

Whether there is general compatibility with surrounding land values:

Surrounding lands consist of agricultural (most of which is owned by the applicant), U.S. Forest Service and thirteen or so residential parcels located along the road between the Jackson Fork Unit and the Dead Shot Unit. The Guest Ranch activities will be consistent and compatible with the agricultural and recreational general uses of the area.

4. Impact on surrounding environment in terms of noise, odor, particulate emissions and hazards:

Any impacts in these areas will be minimal as the Guest Ranch use of the Jackson Fork Unit is currently permitted as is the STR use of the Dead Shot Unit. The activities on both Units will be fairly well removed from most other properties due to the location and size of the Units. In general, the recreational activities of a Guest Ranch are much the same as the operations of a working ranch.

5. Impact on the transportations system:

This will be minimal as a shuttle will be used between the two Units and the guests will be occupied on site with recreational activities as opposed to coming and going to Jackson, Pinedale, etc. as is common for STR guests. A traffic summary is attached from Jorgensen Engineering. Maintenance on the County Road providing access to both Units is provided by Sublette County.

6. Impact on water resources, supply and pollution:

None. Existing water wells and septic system, all permitted, exist to serve the present infrastructure. Additional water wells will need to be drilled and septic systems constructed to serve the cabins, dining/food preparation facility and remodeled riding arena if existing facilities do not provide sufficient capacities. All required wells and septic systems will be constructed to meet all applicable governmental requirements. All anticipated necessary new wells and septic systems are included on the site plan presented with this application.

7. Creativity in the design of the project:

Guests at the Dead Shot Unit will be transformed from people coming for a short visit to the area using STR housing to participants in ranching and outdoors activities on a working ranch. The Comprehensive Plan is full of references to recreation and the support of agriculture. This proposal promotes both of these issues as well respecting the rights of the property owner.

I hereby grant authorized County personnel the right of ingress and egress to and from said lands for any and all inspection purposes necessary to the evaluation of this application. I certify, to the best of my own knowledge, that the aforementioned information and material is true and correct.

I, Joe Ricketts, say that I am the owner (or agent) of the property involved in this application. The foregoing statements and answers, and those in the attached plans and other exhibits, are true and correct to the best of my knowledge and belief.

Signed. *Joe Ricketts* Date: 12-7-22
Joe Ricketts, Manager, Jackson Fork Ranch, LLC,

Thank you for your time and consideration in filling this out. Your cooperation will expedite the preparation and hopefully lead to the approval of the requested proposal you have submitted to the Sublette County Planning and Zoning Department.