



TOWN OF JACKSON PLANNING & BUILDING DEPARTMENT

TRANSMITTAL MEMO

Town of Jackson

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

Joint Town/County

- Parks and Recreation
- Pathways
- Joint Housing Dept

Teton County

- Planning Division

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

State of Wyoming

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

Federal Agencies

- Army Corp of Engineers

Utility Providers

- Qwest
- Lower Valley Energy
- Bresnan Communications

Special Districts

- START
- Jackson Hole Fire/EMS
- Irrigation Company

Date: March 1, 2021	REQUESTS:
Item #: P21-046	The applicant is submitting a request for a Basic Use Permit to add retail use to the property located at 160 W. Pearl Street legally known as LOT 2, WORT-3.
Planner: Katelyn Page	For questions, please call Katelyn Page at 733-0440, x1302 or email to the address shown below. Thank you.
Phone: 733-0440 ext. 1302	
Email: kpage@jacksonwy.gov	
Owner COMMUNITY FIRST NATIONAL BANK C/O BANK OF THE WEST 160 W. Pearl Street Jackson, WY 83001	
Applicant/Agent: Plan One Architects 1001 12 th Street Cody, WY 82414	
Please respond by: March 12, 2021 (Sufficiency) March 19, 2021 (with Comments)	

Applicant/Agent:

Plan One Architects
1001 12th Street
Cody, WY 82414

Please respond by: **March 12, 2021 (Sufficiency)**
March 19, 2021 (with Comments)

RESPONSE: For Departments not using Trak-it, please send responses via email to:
kpage@jacksonwy.gov



PLANNING PERMIT APPLICATION
Planning & Building Department

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

For Office Use Only

Fees Paid _____

Date & Time Received _____

Application #s _____

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

PROJECT.

Name/Description: **Bank of the West Building Renovation Project**

Physical Address: **160 West Pearl St.**

Lot, Subdivision: _____ PIDN: _____

PROPERTY OWNER.

Name: **Jeff Neishabouri (pending) - under contract** Phone: **307-690-1500**

Mailing Address: **P.O. box 6368, Jackson, Wy** ZIP: **83002**

E-mail: **jeff@kismettrugs.com**

APPLICANT/AGENT.

Name: **Plan One/Architects** Phone: **307-587-8646**

Mailing Address: **1001 12th Street** ZIP: **82414**

E-mail: **dodasz@planone.com**

DESIGNATED PRIMARY CONTACT.

Property Owner _____ **Applicant/Agent** _____

TYPE OF APPLICATION. Please check all that apply; review the type of application at www.townofjackson.com/200/Planning

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

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

Pre-application Conference #: _____

Environmental Analysis #: _____

Original Permit #: _____

Date of Neighborhood Meeting: _____

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

Have you attached the following?

Application Fee. Fees are cumulative. Go to www.townofjackson.com/200/Planning and select the relevant application type for the fees.

Notarized Letter of Authorization. A notarized letter of consent from the landowner is required if the applicant is not the owner, or if an agent is applying on behalf of the landowner. Please see the Letter of Authorization template at www.townofjackson.com/DocumentCenter/View/102/Town-Fee-Schedule-PDF.

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

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

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



Signature of Property Owner or Authorized Applicant/Agent

Mick Duff (Agent)

Name Printed

2.26.2021

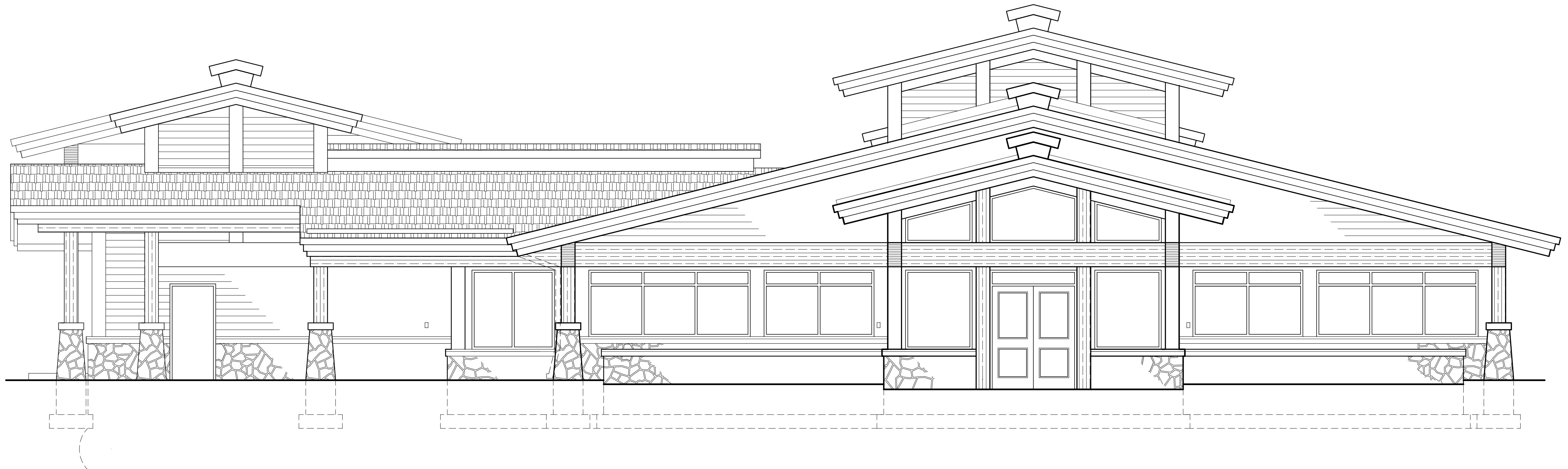
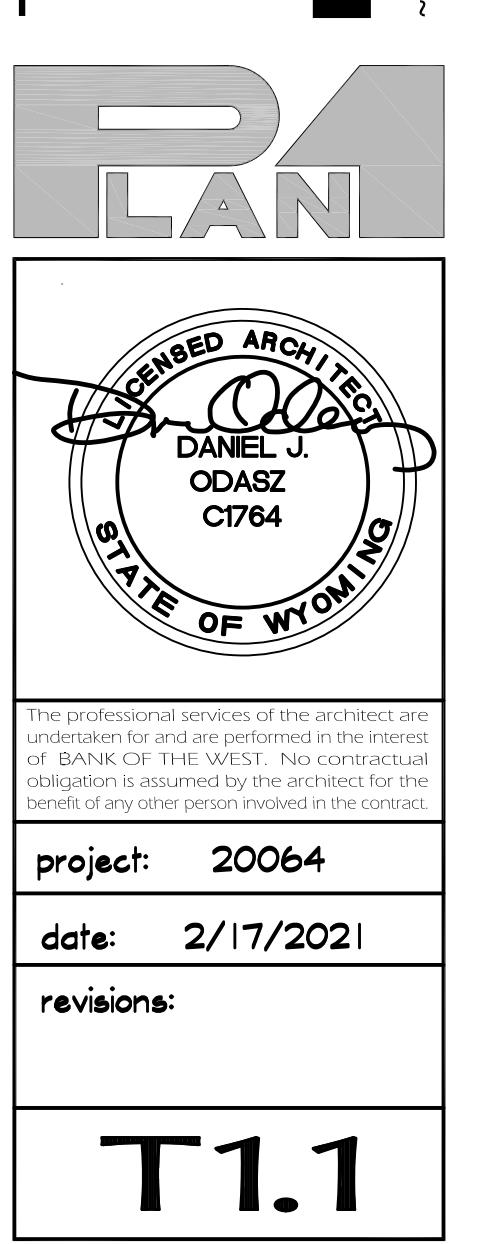
Date

Property Owner

Title

TENANT MODIFICATIONS TO BANK OF THE WEST

plan one / architecture



TENANT MODIFICATIONS TO BANK OF THE WEST

STANDARD ABBREVIATIONS

ABV	Above	E.J.	Expansion Joint	JAN	Joint	S.C.	Solid Core
A/C	Air Conditioning	E.J.C.	Expansion Joint Cover	JT	Joint	SCHED.	Schedule
ACT	Acoustical Ceiling Tile	EL.C.	Expansion Joint Cover	LL.C.	Lockers	S.C.W.	Solid Core Wood
ADJ.	Adjusted, Adjust	EL.E.	Elevation	LL.H.	Long Leg Horizontal	SD.	Scrap Dispenser
A.F.F.	Above Final Floor	ELEV.	Elevator/Electric	LL.V.	Long Leg Vertical	SECT.	Section
A.I.B.	Air Infiltration Barrier	E/O.	Equipment by Owner	LOC	Location	S.F.	Square Feet
A.I.C.	A.I.C.	E.P.	Ethylene Propylene			S.F.C.	Special Floor Coating
A.I.M.	Alternate	E.P.D.M.	EPDM			S.G.T.	Shower Glazed Tile
APPROX	Approximate	E.P.S.	EPS			S.H.R.	Shower
ARCH	Architectural/Architect	EQ.	Equal			SHT.	Sheet
ATH	Aluminum Threshold	EQUIP.	Equipment			SHTG.	Sheeting
BD	Board	E.W.C.	Electric Water Cooler			SIM.	Similar
BLOC	Bulding	EXP.	Expansion			SPEC.	Specifications
BLK	Block	EXP. or (4)	Expansion			SPL.	Split
BLKS	Blocking	EXT.	Exterior			SS.	Stainless Steel
BN	Bench	F.D.	Floor Drain	M.H.	Manhole	STD.	Standard
B.M.	Bench Mark	FDN.	Foundation	M.L.P.	Metal Liner Panel	STO.	Storage
BN.	Bullnose	FE.	Fire Extinguisher	M.W.P.	Masonry Waterproofing	STRUCT.	Structural
B.O.F.	Bottom of Footing	FL.	Flange	M.O.	Masonry Opening	SUSP.	Suspended
BS	Bracing	FLR/PL.	Floor	M.T.	Metal Threshold	S.W.C.	Special Wall Coating
BSMT	Basement	FND.	Furniture, Nails, Nails, Dipped	M.T.P.	Metal Toilet Partition	TEL.	Telephone
BTHN	Bath	F.N.W.	Furniture, Nails, Nails, Vendor			TOP.	Top of Beam
B.U.	Bull-nose	F.O.B.	Face of Brick	(N)	New	T.O.C.	Top of Concrete
CAB	Cabinet	F.O.S.	Face of Stud	NEC.Y.	Necessary	T.O.F.	Top of Footing
CEM	Cement	FR.	Fastened	N.I.C.	Not in Contract	TOL.	Top of Job
C.I.	Cast Iron	FRP.	Fiberglass Reinforced Plastic	NON.	Not Normal	T.O.J.	Top of Job
C.J.	Center Joint	F.R.S.	Flushing Rim Sink	N.T.S.	Not To Scale	T.O.S.	Top of Storey
C.L.G.	Ceiling	F.T.	Foot	O.A.F.	Overall Frame	T.P.D.	Toilet Paper Dispenser
CLO	Closet	F.T.G.	Footing	O.C.	On Center	TRTD.	Treated
C.M.	Construction Manager	FURR.	Furring	O.D.	Outside Diameter		
C.M.U.	Concrete Masonry Unit	G.A.	Gauge	O.P.	Opening		
C.O.	Cleanout	GALV.	Galvanized	O.P.H.	Opposite Hand		
C.O.C.	Concrete	G.B.	Bar	OPR.	Opposite		
CONST.JT.	Construction Joint	GEN.	General	OPR.H.	Opposite Hand		
CONT.	Continuous	G.I.	Galvanized Iron	OPR.S.	Opposite Side		
CONT.R.	Contractor	G.L.	Glass	OPR.T.	Opposite Thread		
COORD	Coordinate	G.W.B.	Gypsum Wallboard	PL.	Plaster		
CPT	Corridor			PLAM.	Plastic Laminate		
G.R.A.	Gold Rolled Angle			PLAS.	Plaster		
C.T.	Ceramic Tile	H.	High	PLAS.LAM.	Plastic Laminate		
CTR	Center	H.B.	Hose Bibb	PREFAB.	Prefabricated		
C.W.	Cold Water	H.C.	Handspaced	PT.	Pant		
DBL	Double	H.C.C.	Heavy Cold	P.T.D.	Paper Towel Dispenser		
DET	Detail	H.D.	Heavy Duty	PTN.	Partition		
D.F.	Drinking Fountain	HDR.	Hardener	QT.	Quarry Tile		
DIA	Diameter	H.M.	Hollow Metal	R.D.	Remove		
DM	Dimension	H.R.Z.	Horizontal	R.D.	Root Drain		
DISP	Dispenser/Dispenser	HR.	Hour	RECOND.	Recondition		
DN	Down	HD.D.	Height	REF.	Reference		
DP	Deproofing	HT.	Hot	REF.R.	Reference/Reinforcing		
DR	Door	H.W.	Hot Water	REQD.	Required		
DRF	Draftstopping	ID.	Inch/Inches	RET.	Retain/Retained		
D.S.	Downspout	IN.	Inform	R.F.	Resilient Flooring		
D.W.	Draaining	INFO.	Information	RM.	Room		
EA	Each	INSUL.	Insulation	RO.	Round Opening		
EC	Electrical Contractor	INT.	Interior	RTG.	Rating		
EE	Each End	INV.	Invert				
E.I.F.S.	Exterior Insulation and Finish System						

KEY TO SYMBOLS

	EARTH IN SECTION		BUILDING SECTION LETTER
	GRAVEL IN SECTION		Sheet drawn on
	CONCRETE IN LARGE SCALE SECTION		WALL SECTION NUMBER
	CONCRETE IN SMALL SCALE SECTION		Sheet drawn on
	CONCRETE BLOCK IN SECTION		DETAIL NUMBER
	METAL		Sheet drawn on
	FRAMING OR CONTINUOUS WOOD BLOCKING IN SECTION		ELEVATION NUMBER
	INTERMEDIATE WOOD BLOCKING IN SECTION		Sheet drawn on
	FINISHED WOOD IN SECTION		INTERIOR & EXTERIOR DOOR OR GATE NUMBER
	PLYWOOD IN SECTION		ROOM NUMBER
	SOUNDBOARD IN SECTION		KEYED NOTE NUMBER
	BATT INSULATION IN SECTION		EXTERIOR WINDOW LETTER
	E.I.F.S. IN SECTION		WALL TYPE LETTER
	METAL STUD PARTITION		INDICATES CENTER LINE
	DRYWALL OR PLASTER IN SECTION		BORROWED LIGHT SYMBOLS
	ACOUSTICAL TILE IN SECTION		TOILET ACCESSORY
	RIGID INSULATION IN SECTION		

INDEX TO DRAWINGS

T.I.1	TITLE SHEET
C.R.I.1	CODE REVIEW PLAN
C.I.1	SITE PLAN
A.S.1	BUILDING & WALL SECTIONS

DIRECTORY

APPLICANT	JEFF NEISHABOURI
	P.O. BOX 6368

BUILDING DATA

PROJECT ADDRESS:	160 WEST PEARL AVE. JACKSON, WY 83001
ZONING DISTRICT:	URBAN COMMERCIAL (UC)
OCCUPANCY:	GROUP B
LOT AREA:	28,125 SQ. FT. (.65 ACRE)
NO. OF STORIES:	1 (PLUS BASEMENT & MECHANICAL MEZZANINE)

GROSS AREA:	3,014 SQ. FT. (SERVICE)
BASMENT:	1,001 SQ. FT.
FIRST FLOOR:	7,399 SQ. FT. (4,280 SF RETAIL / 3,119 SERVICE)
MEZZANINE:	290 SQ. FT. (SERVICE)

TOTAL: 10,703 SQ. FT. (4,280 SF RETAIL / 6,423 SERVICE)

TYPE OF CONSTRUCTION: TYPE V-N

BUILDING CODE APPLICABLE: UBC 1997

DESIGN CRITERIA:

SEISMIC ZONE THREE
75 PSF ROOF SNOW LOAD

80 MPH WIND LOAD

PERCENT LANDSCAPED AREA: 12.5%

PARKING: REQUIRED - 39 SPACES

PROVIDED - 18 SPACES

DEFICIT - 21 SPACES

FIRE SPRINKLER SYSTEM THROUGHOUT

project: 20064

date: 2/17/2021

revisions:

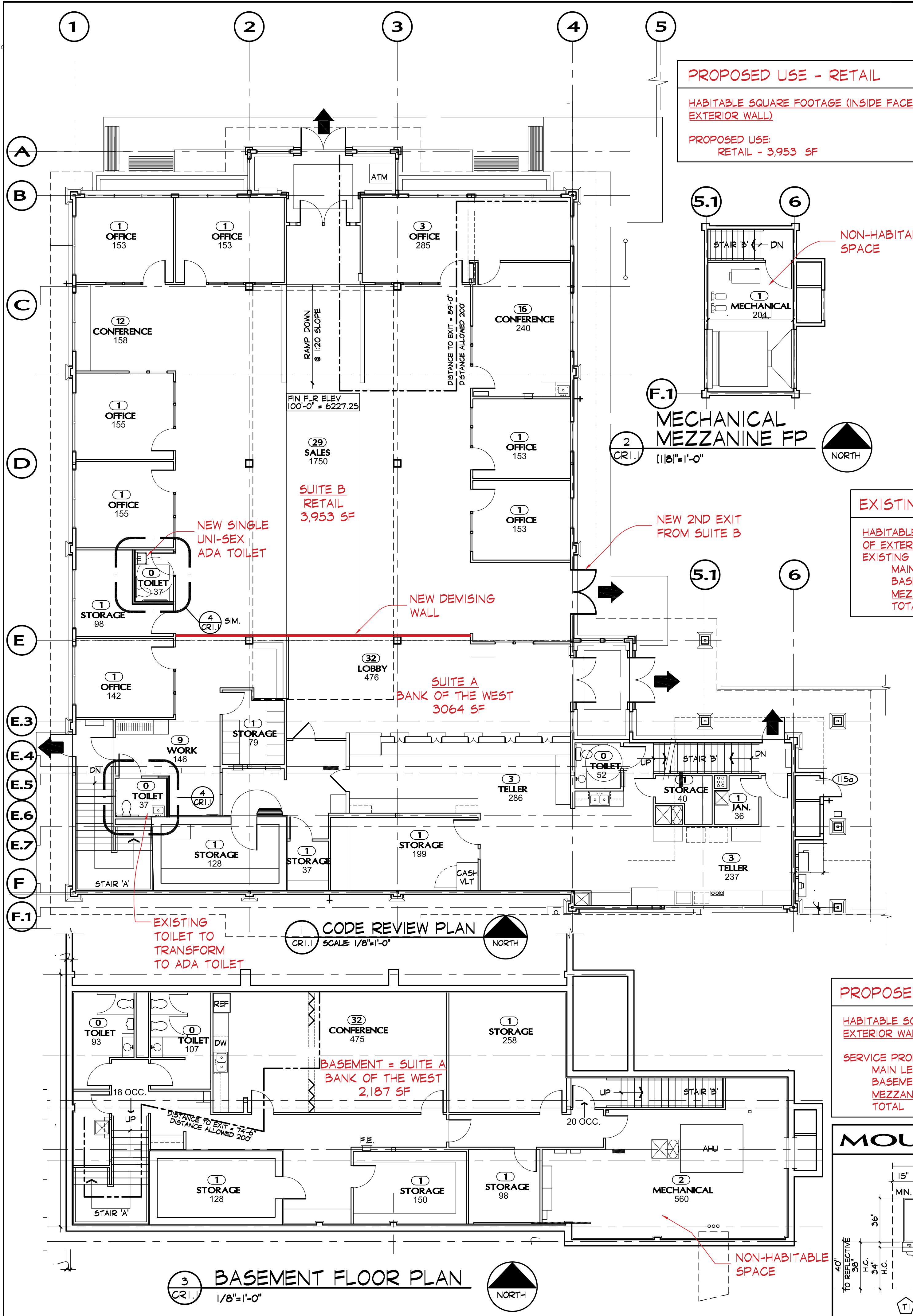
SET NO.

T1.1

~ cheyenne, wyoming, 325 w. 18th st., suite 3, 82001 (307) 514-4575 ~ cody, wyoming, 1001 12th st., 82414 (307) 587-8646 ~ rock springs, wyoming, 4020 devar dr., suite a, 82901 (307) 352-2954 ~

TENANT MODIFICATIONS TO BANK OF THE WEST

cheyenne, wyoming, 325 w. 18th st., suite 3, 82001 (307) 514-4575 ~ cody, wyoming, 1001 12th st., 82414 (307) 587-8646 ~ rock springs, wyoming, 4020 devar dr., suite a, 82901 (307) 352-2954 ~



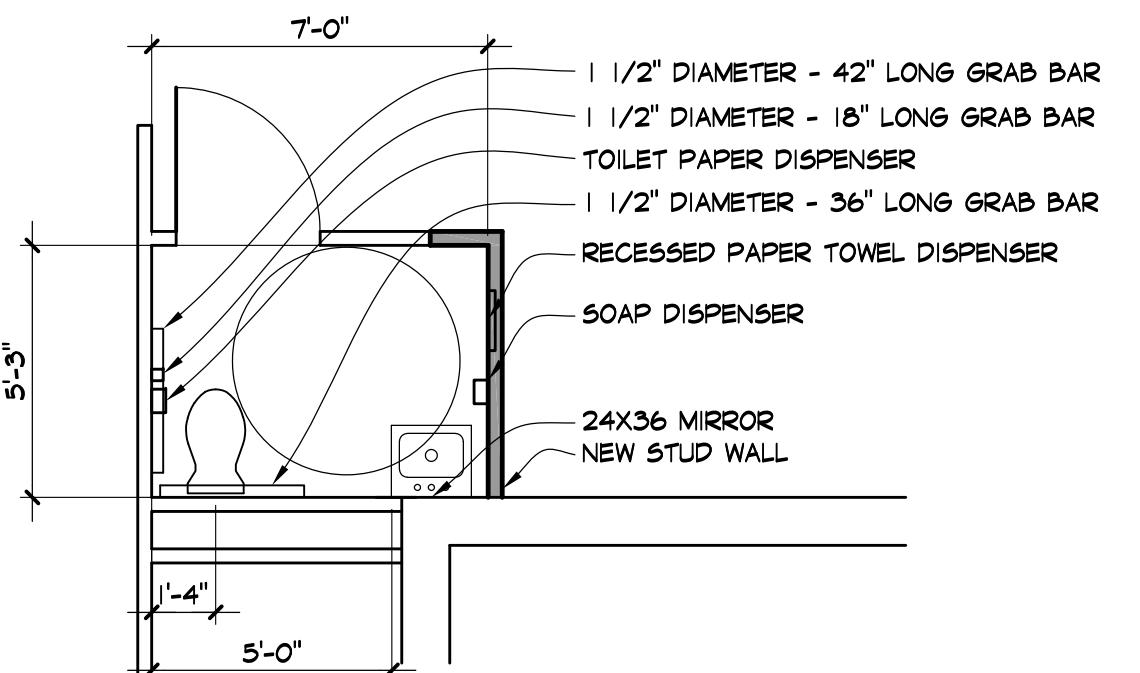
PROPOSED

BUILDING DATA

	SUITE A - BANK	SUITE B - RETAIL
SQUARE FOOT		
MAIN FLOOR	3,064	3953
BASEMENT	2,786	
FIRE SPRINKLERS	FULLY FIRE SPRINKLERED	
BUILDING OCCUPANCY TYPE	B - BUSINESS	M - MERCANTILE
(NO OCCUPANCY SEPARATION REQUIRED - IBC TABLE 508.4)		
OCCUPANT LOAD PER SPACE	3064 SF / 150 = 20 MAIN (IBC 1004.5)	3,953 SF / 60 = 66
TOTAL OCCUPANTS = 35	2187 SF / 150 = 15 BASEMENT	66
2 EXITS REQUIRED		2 EXITS REQUIRED
2 EXITS PROVIDED (EXISTING)		PROVIDE 2 EXITS (1 NEW EXIT) = OK
PLUMBING FIXTURES (IBC TABLE 2902.1)		REQUIRED / PROVIDED
WATER CLOSETS	2/5	1/1
URINALS	0/1	0/0
LAVATORIES	1/4	1/1
NOTE: TRANSFORM TOILET 21 TO ADA COMPLIANT UNI-SEX TOILET IN SUITE A		BUILD NEW ADA COMPLIANT UNI-SEX TOILET IN SUITE B

OCCUPANT LOAD FACTORS

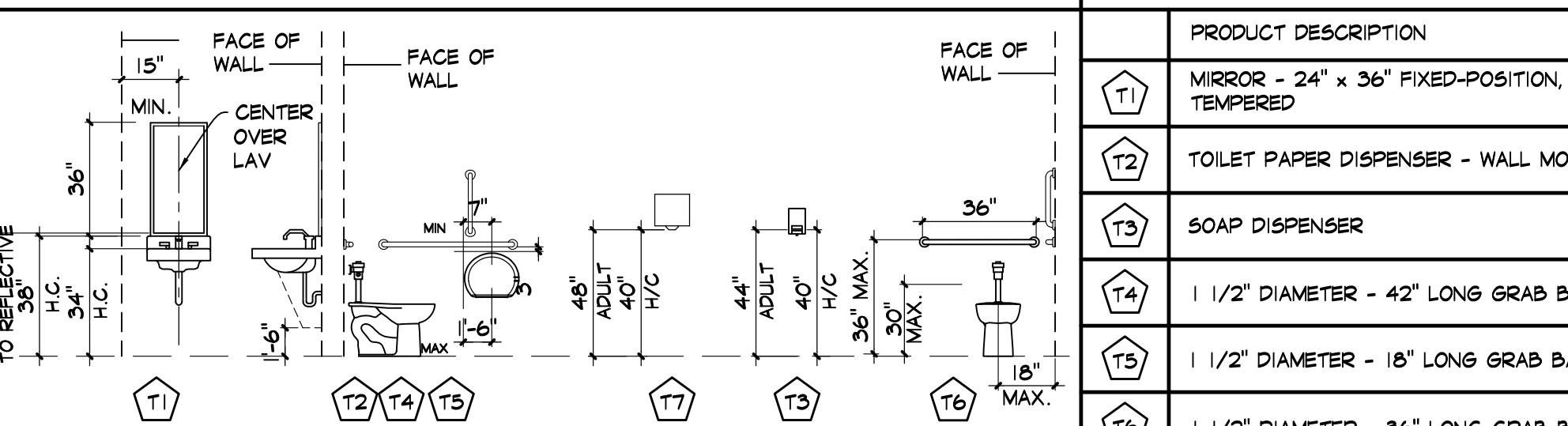
CIRCULATION:	0
TOILETS:	0
OFFICES	100
LOUNGE	15
STORAGE/STOCK:	300
MECHANICAL/ ELECTRICAL:	300
SALES	60



PROPOSED USE - SERVICE

HABITABLE SQUARE FOOTAGE (INSIDE FACE OF EXTERIOR WALL)	
MAIN LEVEL	- 3,064 SF
BASEMENT	- 2,187 SF
MEZZ. (NON-HAB)	- 0 SF
TOTAL	- 5,251 SF

MOUNTING HEIGHTS



TOILET ACCESSORIES

PRODUCT DESCRIPTION	MODEL #	PRODUCT DESCRIPTION	MODEL #
MIRROR - 24" x 36" FIXED-POSITION, TEMPERED	B-290 SERIES (24"x36")	PAPER TOWEL DISPENSER - WALL MOUNT	O.S.C.I.
TOILET PAPER DISPENSER - WALL MOUNT	B-2888		
SOAP DISPENSER	O.S.C.I.		
1 1/2" DIAMETER - 42" LONG GRAB BAR	B-6806 x 42		
1 1/2" DIAMETER - 18" LONG GRAB BAR	B-6806 x 18		
1 1/2" DIAMETER - 36" LONG GRAB BAR	B-6806 x 36		

BUILDING CODE STUDY

PROJECT NUMBER:	9706	BUILDING CODE APPLICABLE:	2018 IBC
PROJECT:	BANK OF THE WEST BUILDING		
LOCATION:	160 WEST PEARL AVE, JACKSON, WYOMING		
LOCAL ZONING:	URBAN COMMERCIAL		
DESCRIPTION:	SPLIT EXISTING MAIN LEVEL OF BANK OF THE WEST INTO TWO BUSINESSES		
1. OCCUPANCY:	GROUP B - IBC 302 GROUP M - IBC 302		
2. TYPE OF CONSTRUCTION:	TYPE V-B - SPRINKLERED		
3. BUILDING AREA:	BASEMENT - 2,786 SQ. FT. FIRST FLOOR - 7,992 SQ. FT. MEZZANINE - 290 SQ. FT. 10,705 SQ. FT.		
4. HEIGHT ALLOWABLE (TABLES 504.3 & 504.4: 40'-0" - 2 STORIES ACTUAL - 1 STORY (30'-0")			
5. PROJECTIONS ALLOWED	YES		
A. PROJECTION MATERIAL - TYPE V-B CONSTRUCTION - THE PROJECTIONS CAN BE OF ANY APPROVED MATERIAL (705.2.2)			
6. FIRE RESISTIVE REQUIREMENTS (TABLE 601)	TYPE V-B		
A. INTERIOR BEARING WALLS:	0		
B. INTERIOR NON-BEARING WALLS:	0		
C. EXTERIOR NON-BEARING WALLS - GREATER THAN 30°:	0		
D. STRUCTURAL FRAME:	0		
E. PERMANENT PARTITIONS:	0		
F. SHAFT ENCLOSURES:	N/A		
G. FLOORS / FLOOR-CEILINGS:	0		
H. ROOF / ROOF-CEILINGS:	0		
I. EXTERIOR DOORS & WINDOWS:	0		
J. STAIRWAY CONSTRUCTION:	N/A		
7. OPENINGS IN EXTERIOR BEARING WALLS: (IBC TABLE 705.5)	N/A		
A. NOT PERMITTED LESS THAN:	N/A		
B. WIRE GLASS OR EQUIVALENT LESS THAN:	N/A		
8. OCCUPANT LOAD: FIRST FLOOR TOTAL = 25 PEOPLE (B OCCUPANCY)			
9. NO. OF EXITS: (IBC TABLE 1006.3.1)		SEE BUILDING DATA	
A. WIDTH OF EXITS:		COMPLIES - SEE BELOW	
B. ARRANGEMENT OF EXITS:		COMPLIES - SEE BELOW	
C. DISTANCE TO EXITS: (IBC TABLE 1017.2)		B - 200 FT	
10. WIDTH OF CORRIDORS:		COMPLIES - SEE BELOW	
11. WIDTH OF STAIRS:		N/A	
12. STAIRWAYS:		N/A	

SPECIFIC CODE NOTES

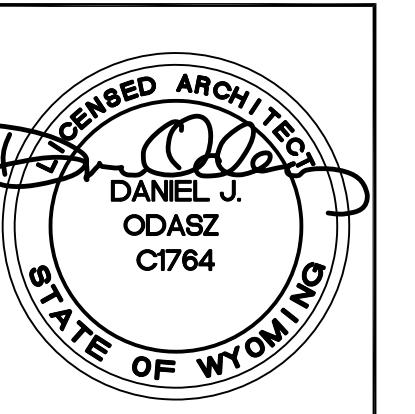
REQUIREMENTS FOR GROUP B OCCUPANCIES

APPLICABLE CODE NOTES:

1. IBC TABLE 601 - FIRE RESISTANCE RATING REQUIREMENTS FOR EXTERIOR WALLS BASED ON FIRE SEPARATION DISTANCE - ACTUAL - NOT RATED.
S.F. - TYPE V-B CONSTRUCTION - GROUP B - 0 HR. RATING REQUIRED.
2. IBC 705.2.2 - TYPE V-B CONSTRUCTION - PROJECTION FROM WALLS SHALL BE OF ANY APPROVED MATERIALS.
3. EGRESS WIDTH PER OCCUPANT SERVED - (IBC 1005.3) - 2 INCHES PER OCCUPANT • 25 OCCUPANTS = 2' ACTUAL WIDTH (34" x 2 EXITS) = 68" (EXCEEDS MINIMUM).
4. IBC 1010.1.7 - THRESHOLDS - SHALL NOT EXCEED 5 INCHES. RAISED THRESHOLDS AND FLOOR LEVEL CHANGES GREATER THAN 25" AT DOORWAYS SHALL BE BEVELED WITH A SLOPE NOT GREATER THAN ONE UNIT VERTICAL IN TWO UNITS HORIZONTAL (50% SLOPE).
5. IBC TABLE 1006.2.1 - COMMON PATH OF EGRESS TRAVEL - (WITHOUT SPRINKLER SYSTEM) - 75 FEET.
6. IBC 1017.1.1 - TWO EXITS - WHERE TWO EXITS ARE REQUIRED, THE EXITS SHALL BE PLACED A DISTANCE APART EQUAL TO NOT LESS THAN ONE-HALF THE LENGTH OF THE MAX DIAGONAL DIMENSION OF THE BUILDING. (COMPLIES).
7. EXIT SIGNS AND EMERGENCY LIGHTING ARE PROVIDED THROUGHOUT THE BUILDING.
8. IBC 906.1 - PORTABLE FIRE EXTINGUISHERS SHALL BE PROVIDED AT MAXIMUM 75' APART.
10. EXIT DOORS SHALL NOT BE PROVIDED WITH A LATCH OR LOCK UNLESS IT IS PANIC HARDWARE OR FIRE EXIT HARDWARE (SECTION 1010.1.10).

GOVERNING AGENCIES

CITY OF JACKSON



The professional services of the architect are undertaken for and performed in the interest of BANK OF THE WEST. No contractual obligations are created by the architect for the benefit of any other person involved in the contract.

project: 20064

date: 2/17/2021

revisions:

CR1.1

TENANT MODIFICATIONS TO THE RENTAL AGREEMENT

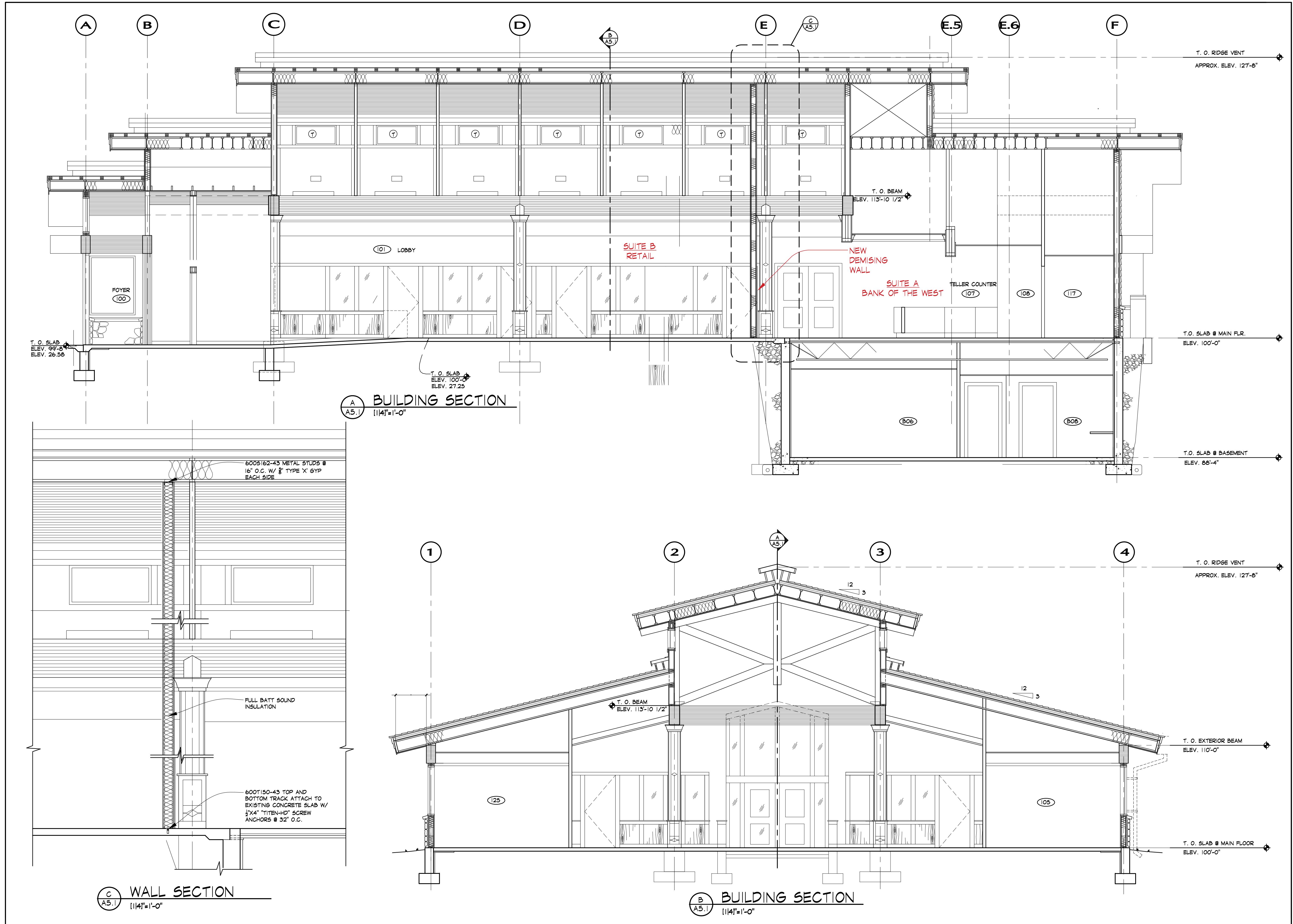
~ cheyenne, wyoming, 325 w. 18th st., suite 3, 82001 (307) 514-4575 ~ cody, wyoming, 1001 12th st., 82414 (307) 587-8646 ~ rock springs, wyoming, 4020 dewar dr., suite a, 82901 (307) 352-2954 ~

PLAN

The professional services of the architect are undertaken for and are performed in the interest of BANK OF THE WEST. No contractual obligation is assumed by the architect for the benefit of any other person involved in the contract.

project: 20064
date: 2/12/2021
revisions:

A5.1



February 18, 2021

To: Jackson Wyoming, Building Department

Re: Proposed modifications to 160 West Pearl, Bank of the West Building

Dear kbowlin@jacksonwy.gov

Summary: My client is interested in splitting the existing Bank of the West into two spaces, with a demising wall. One would be a smaller bank facility, and the other would be a retail space.

Plan One/Architects was the architect for the original construction. We have the full set of original construction drawings, and are knowledgeable of the original construction.

We have prepared a plan review and permit set as well as the application form.

Attached:

1. Commercial Building Permit Application
2. Drawing T1.1 Title Sheet
3. Drawing CR1.1 – Floor Plan (with proposed modification notes in **Red**)
4. Drawing A5.1 – Section (with proposed modification notes in **Red**)

Thank you for your time and consideration. The client's representative will submit the non-refundable plan review fee of \$250.00.

Sincerely,


Dan Odasz AIA, President
Plan One/Architects

307-587-8646 office

307-272-8646 cell

dodasz@planone.com

cc: Jeff Neishabouri

Andrew Cornish, Sotheby's International Realty



COMMERCIAL BUILDING PERMIT APPLICATION

*Building and Planning Department
P.O. Box 1687
Jackson, Wyoming 83001
307.733.0520 or 307.733.0440
www.townofjackson.com*

This application form is for commercial and multi-family buildings only. If you wish to construct a one or two family residential dwelling, please use the residential application form. Separate permits are required for plumbing, mechanical, and electrical.

SITE LOCATION STREET ADDRESS 160 West Pearl, Bank of the West Building

CLASS OF WORK: New Addition Alteration Repair

PROPOSED USE/DESCRIPTION OF WORK: Describe the proposed use & work to be completed (i.e. retail, office, dwelling unit)

Split existing bank building to create a smaller bank and a retail space.

OWNER Jeff Neishabouri (pending) - under contract **PHONE** 307.690.1500
MAILING ADDRESS _____ **EMAIL ADDRESS** jeff@kismettrugs.com

APPLICANT (If other than owner) Jeff Neishabouri **PHONE** 307.690.1500

If the applicant is other than the owner, a notarized Letter of Authorization shall accompany this application. Only the owner or authorized agent may sign either the application or permit.

MAILING ADDRESS PO Box 6368, Jackson, WY 83002 **EMAIL ADDRESS** jeff@kismettrugs.com

CONTRACTOR None at this time **PHONE** _____
MAILING ADDRESS _____ **EMAIL ADDRESS** _____

PLANS PREPARER Plan One/Architects **PHONE** 307.587.8646
MAILING ADDRESS 1001 12th Street, Cody, WY 82414 **EMAIL ADDRESS** dodasz@planone.com

ENGINEER Plan One/Architects - Structural **PHONE** 307.587.8646
MAILING ADDRESS 1001 12th Street, Cody, WY 82414 **EMAIL ADDRESS** dodasz@planone.com

LEGAL DESCRIPTION:

Subdivision _____ **Lot** _____ **Block** _____

Or

Section _____ **Township** _____ **Range** _____ **Parcel** _____

ZONING DISTRICT _____ **ZONING OVERLAY DISTRICT** _____

BUILDING DESIGN CRITERIA AND PLAN INFORMATION

All buildings are to be designed to the requirements of the 2018 International Building Code. The design criteria (Seismic Zone D, 75lbs psf Roof Snow Load, 90 mph/3 second gust Wind Load) information should be shown on the submitted plans. Plans must be drawn on 24 X 36 inch paper, to a $\frac{1}{4}$ inch scale (except for details) with dimensions. Each page shall bear a title block (with name of the owner and the building address), a scale, and a north arrow. On building elevations, the building height shall be shown and dimensioned.

IMPERVIOUS SURFACES: Impervious surfaces shall include buildings and roofed areas (eaves that overhang landscaped surfaces are excluded), paved and/or unpaved parking areas, solid terraces and other similar improvements.

Square footage of existing roofed areas	* Existing - no changes	square feet
Square footage of proposed roofed areas, including covered porches	* Existing - no changes	square feet
Paved, concrete, or unpaved driveways and parking areas	* Existing - no changes	square feet
Other impervious surfaces such as solid terraces and paved sidewalks	* Existing - no changes	square feet
TOTAL	* Existing - no changes	square feet

GROSS SITE AREA * Existing - no changes square feet.

NET SITE AREA: Net site area is the gross site area less all land within road rights of way or access easements.

* Existing - no changes square feet or * Existing - no changes acres

Landscaping provided on site * Existing square feet

PARKING: Provide the location and dimension of all parking spaces on the site plan.

GRADING: There is a separate application for this. Grading and Erosion Control Statement will be required for:

- Slopes of 0-5%, if area disturbed is at least 8000 square feet but less than one acre.
- Slopes of greater than 5-15%, if area disturbed is at least 1000 square feet but less than one acre.
- Slopes greater than 15%, if area disturbed is 3000 square feet or less.

Grading and Erosion Control Plan prepared by a registered Wyoming professional engineer will be required for:

- Slopes of 0-5%, if area disturbed is one acre or larger.
- Slopes greater than 5% to 15% if area disturbed is one acre or larger.
- Slopes of greater than 15% if area disturbed is greater than 3000 square feet.

PROPOSED ACCESS: If proposed construction site is accessed by a State or County road, not within the jurisdictional authority of the Town of Jackson, an approved road access permit must accompany this application. Please contact:

Wyoming Department of Transportation
1040 E. Evans Lane, Jackson 733-3665

Teton County Road Department
3190 S. Adams Canyon Dr., Jackson 733-7190

FLOOD PLAIN

Is the site or structure located in a flood plain or in close proximity to Cache Creek, Spring Creek, or Flat Creek?
Yes No

Please be advised that development with the flood way is prohibited. If you are unsure if your site is located within the 100-year floodplain, please contact the Floodplain Administrator. Buildings located within the 100 year floodplain are required to provide an elevation certificate (FEMA Form No. 3067-0077) proving the first floor of the structure is elevated one foot above the base flood elevation. For additions or alterations to an existing structure, provide an elevation certificate for the first floor of the existing structure.

CERTIFICATE OF PLACEMENT: A Certificate of Placement will be required for all new construction and must be completed by a Wyoming licensed land surveyor.

SETBACKS

Setbacks of proposed structure from property and easement lines, streams, ponds, wetlands, and ditches. Clearly show any of these features on your site plan.

Street _____ Rear _____ Left Side _____ Right Side _____ Alleys _____
Streams _____ Ponds _____ Ditches _____ Wetlands _____

* Existing - no changes

HEIGHT OF STRUCTURE * Existing The height of a building or structure is the vertical dimension measured from any point on the exterior of the building or structure to the nearest point of finished grade. For purposes of measuring height, finished grade shall mean the grade directly adjacent to the structure, which has been set through an approved grading and/or drainage plan. The term "finished grade" may also mean natural grade when no terrain alteration is proposed, or where otherwise applicable. Fill which is not necessary to achieve positive drainage or slope stabilization, or which is otherwise proposed clearly to raise the finished floor elevations(s) for any other purpose, shall not be considered finished grade. The vertical dimension from the highest point of the structure to the lowest point of finished grade, as viewed on any structure face or elevation, shall not exceed 110 percent of the maximum height allowed. No part of any structure may exceed the maximum structural height except for the following:

1. Chimneys, vents, and roof-top mechanical equipment such HVAC systems, provided that the maximum height is not exceeded by more than four (4) feet; and/or
2. Antenna used for the reception of television broadcast signals.

GROSS SQUARE FOOTAGE TABULATION

	Existing	Proposed - Suite A	- Suite B
1 st Floor		<u>3073</u>	<u>4112</u>
2 nd Floor			
3 rd Floor			
Basement		<u>2786</u>	<u>0</u>
Garage			

FIRE SPRINKLER: The Town of Jackson requires all structures in excess of 5000 square feet to be fire sprinklered.
Building is fully sprinklered

UTILITIES: Provide the location of all utilities on the site plan or utility plan to include any work in the public right of way or public easements.

WATER METER SIZE(S): ½-inch 1-inch 1 ½-inch 2-inch 3-inch * Existing - no change

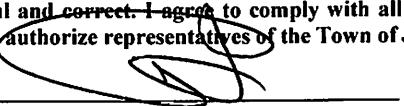
ESTIMATED COST OF CONSTRUCTION (required) \$45,000.00

BUILDING PLANS:

Please submit building plans and corresponding documents electronically to kbowlin@jacksonwy.gov. If there is food service provide a set to the Teton County Health Department for review. Plans shall at a minimum include a site plan, landscape plan (Stamped by a landscape Architect licensed in Wyoming), foundation plan, floor plan, framing plan, building elevations, plumbing plan and/or mechanical plan. All structural plans of the building are required to be designed and stamped by an Engineer licensed in the State of Wyoming.

CERTIFICATE OF OCCUPANCY IS REQUIRED. Before occupying the building, a Certificate of Occupancy must be issued by the Building Department. Persons occupying a structure prior to issuance of the Certificate of Occupancy are subject to fines under the Town of Jackson Municipal Code.

APPLICANTS' SIGNATURE, CERTIFICATION AND AUTHORIZATION: Under penalty of perjury, I hereby certify that I have read this application and state that the information herein is correct and swear that any information which may be given by me shall be truthful and correct. I agree to comply with all city regulations 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 for inspection purposes.


Signature of Applicant

Jeff Neishabouri
Print Name

February 18, 2021
Date

See authorization letter from the Bank of the West attached

Notice: The review and approval of a Building Permit by the Town of Jackson is not an endorsement or approval under other applicable review or regulations specific to the subject parcel or building. The Town of Jackson encourages the applicant to contact all other applicable reviewing agencies or associations at the same time or prior to submitting an application for a Building Permit.

APPLICANT'S GUIDE TO SUBMITTAL MATERIALS

1/8" = 1' scale

Please submit building plans and corresponding documents electronically to kbowlin@jacksonwy.gov. Plans must be, 1/4" = 1' scale (except for details, which may be shown at a larger scale). All pages shall be on 24 X 36 inch paper. For other plan sizes please contact the Building Department. Each drawing shall bear a Title, a Scale, and North Arrow, as appropriate. On building elevations, the building height shall be shown and dimensioned. Plans for alterations and repairs may deviate from these requirements with approval from the Building Official.

_____ COVER SHEET
_____ SITE PLAN
_____ UTILITIES PLAN
_____ FLOOR PLAN
_____ ROOF PLAN
_____ LANDSCAPE PLAN

_____ BUILDING ELEVATIONS
_____ PLUMBING PLAN
_____ MECHANICAL PLAN
_____ ELECTRICAL PLAN
_____ FRAMING PLAN
_____ FOUNDATION PLAN

COVER SHEET

SITE PLAN

_____ PROJECT NAME & ADDRESS
_____ PROJECT OWNER & ADDRESS
_____ PLANS PREPARER, ADDRESS & PHONE
_____ VICINITY MAP
_____ ZONING DISTRICT
_____ BUILDING OCCUPANCY/USE
_____ LOT AREA (SF)
_____ EXISTING & PROPOSED NO. OF STORIES
(LIST FOR EACH FLOOR & BASEMENT)
_____ EXISTING & PROPOSED FLOOR AREA (LIST FOR EACH FLOOR & BASEMENT)
_____ TOTAL FLOOR AREA (INCLUDING BASEMENT)
_____ TYPE OF CONSTRUCTION (PER THE INTERNATIONAL BUILDING CODE)
_____ LISTING OF THE INTERNATIONAL CODES UTILIZED IN THE DESIGN OF THE BUILDING
_____ DESIGN CRITERIA UTILIZED (SEISMIC ZONE D, 75 PSF ROOF SNOW LOAD, 90 MPH/3 SEC WIND LOAD
_____ PARKING (EXISTING & PROPOSED NO. OF SPACES)
_____ NOTATION AS TO WHETHER FIRE SPRINKLERS ARE BEING PROPOSED

_____ ENGINEERING SCALE
_____ PROPERTY LINES (WITH BEARINGS & DIMENSIONS)
_____ EASEMENTS
_____ DIMENSIONED SETBACKS
_____ NORTH ARROW
_____ ADJACENT STREETS
_____ ADJACENT PUBLIC IMPROVEMENTS
_____ PARKING (EXISTING & PROPOSED)

FOR OFFICE USE ONLY

DATE RECEIVED _____ ZONE _____
TYPE OF CONSTRUCTION _____ OCCUPANCY GROUP _____ BUILDING USE _____
FLOOR AREA 1ST FLOOR _____ 2ND FLOOR _____ 3RD FLOOR _____ BSMNT _____ GARAGE _____
TOTAL SIZE OF BUILDING (SQ. FT.) _____ NO. OF STORIES _____
NO. OF DWELLING UNITS _____ FIRE SPRINKLERS REQUIRED (YES/NO) _____
FEMA ELEVATION CERTIFICATE REQUIRED (YES/NO) _____ BASE FLOOD ELEVATION _____
BUILDING VALUATION _____ PLAN CHECK FEE _____ PERMIT FEE _____



February 19, 2021

Our File CC00808

Town of Jackson
Building and Planning Department
Kelly Bowlin
150 E Pearl Avenue
Jackson, WY 83001

RE: 160 West Pearl Avenue, Jackson WY

Dear Kelly Bowlin:

Bank of the West and JN One, LLC are in the due diligence stages of a sale and a partial leaseback of the premises noted above.

Although the transaction has not been completed, we understand JN One will need to obtain a building permit to obtain preliminary approval of the intended demising of the space. As an authorized representative of Bank of the West this authorizes JN One, or their representative, to apply for such a permit to determine the feasibility of concluding the transaction.

Please let me know if you have any questions.

Sincerely,

A blue ink signature of Ross H. Wegener, which appears to read "Ross H. Wegener" followed by a stylized "D".

Ross H. Wegener, VP
Corporate Real Estate

LETTER OF AUTHORIZATION

Bank of the West, a California banking corporation, "Owner" whose address is: _____

160 West Pearl Avenue, Jackson, WY 83001

(NAME OF ALL INDIVIDUALS OR ENTITY OWNING THE PROPERTY)

_____, as the owner of property
more specifically legally described as: Lot 2, Wort 3rd Addition

(If too lengthy, attach description)

HEREBY AUTHORIZES J N One, LLC and their agents and representatives 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:

Ross Wegener

D0AAFB8F86AC4AC

(SIGNATURE) (SIGNATURE OF CO-OWNER)

Title: Ross Wegener Vice President

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

STATE OF _____)
)SS.

COUNTY OF _____)

The foregoing instrument was acknowledged before me by _____ this _____ day of
_____, 20____.

WITNESS my hand and official seal.

(Seal)

(Notary Public)

My commission expires:

Letter of Authorization - 160 W. Pearl



Andrew Cornish <andy@andycornish.com>
To Katelyn Page
Cc Mick Duff; Dan Odasz

[Reply](#)

[Reply All](#)

[Forward](#)

...

Mon 3/1/2021 8:50 AM



LetterOfAuthorizationJackson.pdf
153 KB

Hello Katelyn – please find attached – I am sure Mick and Dan will include this in their package. Please note that the seller is unable to get it notarized due to Covid working conditions – I am hopeful this is not an issue (see Mr. Wegener's comment below) -AC

Andrew Cornish | Associate Broker
Jackson Hole Sotheby's International Realty
Cornish | Lamppa Realty Group
Jackson, WY 83001
c 307.413.7799
ihsir.com



From: Wegener, Ross <Ross.Wegener@bankofthewest.com>
Sent: Monday, March 1, 2021 8:31 AM
To: Andrew Cornish <andy@andycornish.com>
Cc: Dan Odasz <dodasz@planone.com>; Mick Duff <mduff@planone.com>
Subject: RE: Yet another letter of authorization....

Attachment signed but I will not have notarized. We are not working from our offices but rather from our homes.

Ross H Wegener
Senior Corporate Real Estate Officer, Vice President

Bank of the West
520 Main Avenue
Fargo, ND 58124
T 701.297.5209
ross.wegener@bankofthewest.com



BANK OF THE WEST
BNP PARIBAS

Classification: Public

Housing Mitigation Plan

updated 1/8/21

Development of a new house, hotel, or commercial space generates the need for employees. The construction workforce builds the space, the commercial workforce or residential service workforce works in the space, and first responders are needed to protect the space. Only about 27% of the employees generated by development can afford housing in the community, but the community's "community first" character goal is that 65% of employees live locally. To bridge this affordability gap, each development is required to include affordable workforce housing proportional to the employees it generates. These housing mitigation requirements are established in Division 6.3 of the Land Development Regulations. This worksheet is intended to assist in meeting the requirements for a project. However, an error in the worksheet does not amend the actual standard; if you find an error please notify the Planning Department. Fill in the highlighted cells, all the other cells will autopopulate.

Calculating the Requirement (Sec. 6.3.2 & 6.3.3)

Step 1: Location

Town of Jackson

The applicable regulations vary by jurisdiction please identify the location of your project using the above dropdown options.

The required housing is based on the existing and proposed use of the site. Step 2 is to enter the existing use and Step 3 is to enter the proposed use. Section 6.3.2 of the LDRs establishes the applicability of the affordable workforce housing standards and Section 6.3.3 establishes the specifics on calculation of the requirement. Enter each use in its own row, add rows if needed. If a building has multiple units with the same use, describe each unit in its own row. (For example: if a duplex is composed of a 2,300 sf attached unit and a 1,700 sf attached unit, put each unit in its own row do not put in 4,000 sf of attached single-family.) If a unit type (e.g. apartment floor plan, or commercial tenant space) is replicated exactly multiple times, you may use the "Use Quantity" column to avoid adding multiple rows.

Step 2: Existing Development

Housing is only required for new development. Please describe the existing use of the site so that it can be credited from the housing requirement. The definition of existing use is Section 6.3.2.A.1 of the LDRs. Generally, the existing use to enter is the use with the highest housing requirement that either existed in 1995, or has been permitted since 1995. Please attach proof of existence.

Step 3: Proposed Development

Please describe the proposed use of the site to determine if affordable workforce housing is required as part of the development. Describe the end result of the proposed development. (For example: in the case of an addition do not enter the square footage of the addition, enter the size of the unit upon completion of the addition.)

Proposed Use	Housing Requirement (Sec. 6.3.3.A)	Use Size: bedrooms	Use Size: habitable sf	Use Quantity	Housing Required
Service	0.000216*sf		5251	1	1.133
Retail	0.000216*sf		3953	1	0.853

Affordable Workforce Housing Required: 0.000 units

Fee-in-Lieu Amount: **\$** -

If the amount of required affordable workforce housing is less than one unit, you may pay the above fee in-lieu of providing the required housing. If you elect to pay the fee, your Housing Mitigation Plan is complete. If the requirement is greater than one unit, or you would like to provide a unit to meet the requirement, please proceed to the [Unit Type Sheet](#).