



# 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

<p>Date: February 10, 2022</p> <p>Item #: P22-023</p>	<p style="text-align: center;">REQUESTS:</p> <p>The applicant is submitting a request for a Basic Use Permit to add 386 sf to the existing space (Building Permit # B22-0025) known as UNIT 1, CENTER STREET BUILDING CONDOMINIUM PIDN: 22-41-16-27-3-26-001</p> <p>For questions, please call Tyler Valentine at 733-0440, x1305 or email to the address shown below. Thank you.</p>
<p>Planner: Tyler Valentine</p> <p>Phone: 733-0440 ext. 1305</p> <p>Email: <a href="mailto:tvalentine@jacksonwy.gov">tvalentine@jacksonwy.gov</a></p>	
<p><b>Owner</b> Owl Peak LLC 19000 Lake Rd. Rocky River, OH 44116</p> <p><b>Applicant</b> Zone 4 Architects PO Box 2508 Aspen, CO 81612</p>	
<p><b>Please respond by: February 24, 2022 (Sufficiency)</b> <b>March 3, 2022 (with Comments)</b></p>	

**RESPONSE:** For Departments not using Trak-it, please send responses via email to:  
[alangley@jacksonwy.gov](mailto:alangley@jacksonwy.gov)



**PLANNING PERMIT APPLICATION**  
**Planning & Building Department**

150 E Pearl Ave. | ph: (307) 733-0440  
P.O. Box 1687 | [www.townofjackson.com](http://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: Kemo Sabe - Tenant Improvement  
Physical Address: 165 Center Street Unit #1  
Lot, Subdivision: Center Street Building Condo PIDN: 22-41-16-27-3-26-001

**PROPERTY OWNER.**

Name: Owl Peak LLC Phone: \_\_\_\_\_  
Mailing Address: 19000 Lake Road Rocky River, OH ZIP: 44116  
E-mail: wendy@kemosabe.com

**APPLICANT/AGENT.**

Name: Zone 4 Architects, Eric Westerman Phone: 970-429-8470  
Mailing Address: PO Box 2508 Aspen, CO ZIP: 81612  
E-mail: ewesterman@zone4architects.com

**DESIGNATED PRIMARY CONTACT.**

\_\_\_\_\_ Property Owner ☒ Applicant/Agent

**TYPE OF APPLICATION.** Please check all that apply; review the type of application at [www.townofjackson/200/Planning](http://www.townofjackson/200/Planning)

**Use Permit**

☒ Basic Use  
\_\_\_\_\_ Conditional Use  
\_\_\_\_\_ Special Use

**Relief from the LDRs**

\_\_\_\_\_ Administrative Adjustment  
\_\_\_\_\_ Variance  
\_\_\_\_\_ Beneficial Use Determination  
\_\_\_\_\_ Appeal of an Admin. Decision

**Physical Development**

\_\_\_\_\_ Sketch Plan  
\_\_\_\_\_ Development Plan  
\_\_\_\_\_ Design Review

**Subdivision/Development Option**

\_\_\_\_\_ Subdivision Plat  
\_\_\_\_\_ Boundary Adjustment (replat)  
\_\_\_\_\_ Boundary Adjustment (no plat)  
\_\_\_\_\_ Development Option Plan

**Interpretations**

\_\_\_\_\_ Formal Interpretation  
\_\_\_\_\_ Zoning Compliance Verification

**Amendments to the LDRs**

\_\_\_\_\_ LDR Text Amendment  
\_\_\_\_\_ Map Amendment

**Miscellaneous**

\_\_\_\_\_ Other: \_\_\_\_\_  
\_\_\_\_\_ Environmental Analysis

**PRE-SUBMITTAL STEPS.** To see if pre-submittal steps apply to you, go to [www.townofjackson.com/200/Planning](http://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](http://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](http://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 <http://www.townofjackson.com/DocumentCenter/View/845/LetterOfAuthorization-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](http://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.

Wendy Kunkle  
Signature of Property Owner or Authorized Applicant/Agent

\_\_\_\_\_  
Date

\_\_\_\_\_  
Name Printed

\_\_\_\_\_  
Title

OPERATING AGREEMENT  
FOR  
OWL PEAK LLC A WYOMING LIMITED LIABILITY COMPANY

THIS OPERATING AGREEMENT FOR OWL PEAK LLC, a Wyoming limited liability company (the "Company") is adopted as of August 19, 2021, by Robert L. Kunkle, Jr. and Lisa K. Kunkle, husband and wife, Wendy Kunkle, and Andrew Wilson as the initial Members (the "Company"), and is as follows:

1. DEFINITIONS

All capitalized terms used in this Agreement are equally applicable to both the singular and plural derivations of the defined terms:

"Act" means the Wyoming Limited Liability Company Act, as set forth in Title 17, Chapter 29, Wyoming Statutes Annotated, as amended from time to time (or any corresponding provisions of succeeding law).

"Members" means the initial Members identified above and all new, or substitute Members, pursuant Section 11 of this Agreement.

2. ORGANIZATION.

2.1 Formation. The Members have organized a limited liability company pursuant to the Act and the provisions of this Agreement. On August 19, 2021 the Company caused Articles of Organization ("Articles") to be prepared, executed, and filed with the Wyoming Secretary of State (the "Secretary"), in accordance with the Act.

2.2 Name. The Company's name is "Owl Peak LLC". The Company may conduct business under any other name the Members deems necessary or desirable to comply with local law.

2.3 Purpose. The Company's purpose is to engage in any lawful act or activity for which a limited liability company may be organized under the Act on the terms and conditions and subject to the limitations set forth in this Agreement.

2.4 Term. The Company's existence commenced on the date the Articles were filed with the Secretary and shall continue until dissolved pursuant to Section 10 of this Agreement.

2.5 Principal Place of Business. The Company's principal place of business shall be located at 199 East Pearl Avenue, Suite 103, Jackson, Wyoming 83001, or at such other location as the Managers may determine from time to time.

2.6 Registered Agent and Registered Office. The Company shall continuously maintain a registered agent and registered office in the State of Wyoming as required by the Act. The registered agent and registered office shall be as stated in the Articles or as otherwise determined by the Members from time to time.

2.7 Filing of Other Certificates. The Members shall execute, file, publish, and record all certificates, notices, statements, and other instruments and amendments thereto for the formation and operation of a limited liability company as the Members deem appropriate. The Members are authorized to register the Company to transact intrastate business in such jurisdictions as the Members deems appropriate and in connection therewith to execute and file statements of information and similar required documents.

2.8 Tax Classification: Requirement of Separate Books and Records and Segregation of Assets, Liabilities. The Company shall not be disregarded for federal income tax purposes and will be treated as a partnership for federal income tax purposes (provided that the Company has not elected on Form 8832 to be treated as a corporation.) In all events, however, the Company shall keep books and records separate from those of its Members and shall at all times segregate and account for all of its assets and liabilities separately from those of its Members.

3. MEMBERS.

3.1 Members' Names. The Members' names and current business addresses are as follows:

<u>Name</u>	<u>Address</u>	<u>Ownership</u>
Robert L. Kunkle and Lisa K. Kunkle	<u>19000 Lake Rd., Villa 222</u> <u>Rocky River, OH 44116</u>	56%
Wendy Kunkle	<u>435 Fox Run. Dr.</u> <u>Carbondale, CO 81623</u>	36%
Andrew Wilson	<u>929 County Rd. 147</u> <u>Gainesville, TX 76240</u>	8%

3.2 Members Meetings. No annual or regular Members meetings are required.

4. CAPITAL CONTRIBUTION. Upon the Members execution of this Agreement, the Members shall contribute to the Company, as the Members initial capital contribution, such amounts as determined by the Members. The Members shall receive a credit to the Members' Capital Account equal to such contribution. Such Capital Account will be established and maintained in accordance with the capital accounting rules of Treasury Regulations Section 1.704-1(b)(2)(iv). The Members are not required to make any additional contribution to the capital of the Company. The Members may make additional contributions to the capital of the Company in the Members sole and absolute discretion.

5. LIMITED LIABILITY. No Members or Managers or other agent of Members shall be personally liable for the debts, obligations, losses, liabilities, or expenses of the Company, except as expressly set forth in this Agreement or provided by applicable law. Any provision of this Agreement stating circumstances under which a Member may be required to return a distribution from the Company is intended only to state the current law, not to create additional

obligations. No allocation of losses or any item thereof to a Member shall create any implication that a Member is liable for anything other than the Member's capital contribution. To the extent that in law or equity, the Members shall have duties (including fiduciary duties) and liabilities to the Company, such duties and liabilities may be restricted by provisions of this Agreement. The Members shall not be liable to the Company for any loss, damage or claim incurred by reason of any act or omission performed or omitted by the Members in good faith on behalf of the Company and in a manner reasonably believed to be within the scope of authority conferred on the Members by this Agreement.

## 6. DISTRIBUTIONS.

6.1 Payment. Distributions shall be made at such times, and from time to time as the Members may determine.

6.2 Restrictions on Distributions. Notwithstanding Section 6.1, no distributions shall be made in contravention of W.S. §17-29-405.

## 7. MANAGEMENT.

7.1 Managers-Managed. The Company's business, property, and affairs shall be managed, and all Company powers shall be exercised by or under the direction of the Managers. The initial Managers shall be Robert L. Kunkle, Jr. and Wendy Kunkle. The Managers shall have the authority to direct the management, business and affairs of and to make all decisions to be made by or for the Company on behalf of the Members. Notwithstanding that the Managers shall jointly approve all Company actions, either Managers acting alone may execute documents to bind the company.

7.2 Powers. The Managers shall have all necessary powers to manage and carry out the Company's purposes, business, property, and affairs.

7.3 Indemnification. The Company shall indemnify and hold harmless the Managers and each of its affiliates, officers, directors, shareholders, managers, Members, agents or employees (the "Parties") from and against any loss, expense, damage or injury suffered or sustained by the Parties (or any of them) by reason of any acts, omissions, or alleged acts or omissions arising out of its or their activities on behalf of the Company or in furtherance of the interests of the Company, including, but not limited to, any judgment, award, settlement, reasonable attorney's fees and other costs or expenses incurred in connection with the defense of any actual or threatened action, proceeding or claim; provided that the acts, omissions, or alleged acts or omissions upon which such actual or threatened action, proceeding or claim is based were not performed or omitted fraudulently or in bad faith or as a result of gross negligence or willful misconduct by any such Party; and provided that such Party reasonably believes that the acts, omissions, or alleged acts or omissions upon which such actual or threatened action, proceeding or claim is based were in the best interests of the Company.

8. COMPETING ACTIVITIES. The Members may engage or invest in, independently or with others, any business activity of any type or description, including without limitation those that might be the same as or similar to the Company's business and that might be in direct or

indirect competition with the Company. The Company shall not have any right in or to such other ventures or activities, or to the income or proceeds derived therefrom. The Members are not obligated to present any opportunity to the Company.

9. ACCOUNTING, RECORDS, AND REPORTS.

9.1 Fiscal Year. The Company's fiscal year shall be the calendar year.

9.2 Method of Accounting. The Company's accounting records shall be kept on a method to be determined by the Managers upon advice of the Company's accountants.

9.3 Books and Records. The Managers, or such other person as determined by the Members, shall keep books and records of the Company that reflect all material Company transactions and are appropriate and adequate for the Company's business.

9.4 Bank Accounts. All Company funds shall be deposited in the Company's name in one or more banks, money funds, bank certificates of deposit, or government securities to be designated by the Managers. All deposits into and withdrawals from any such Company account shall be made by the Managers or such persons as the Members may designate, subject to the limitations provided in this Agreement.

9.5 Tax Filings. The Managers shall prepare and timely file necessary income tax returns for the Company with the appropriate authorities. The Members shall also prepare and timely file, with appropriate authorities, amendments to, or restatements of, the Articles and all reports required to be filed by the Company with those entities under the Act or other applicable laws, rules, regulations.

10. DISSOLUTION.

10.1 Dissolution Events. The Company shall dissolve, dispose of its assets, and wind up its affairs upon majority of the Members' written consent or as otherwise required by the Act.

10.2 Procedures for Dissolution.

10.2.1 General. Upon a determination by the Members that the Company shall be wound up and dissolved, the Company shall continue solely for the purpose of winding up its affairs in an orderly manner, liquidating its assets, and satisfying the claims of its creditors pursuant to the appropriate provisions of the Act and the procedures set forth in this Section 10.2.

10.2.2 Control of Winding Up. The Managers shall have all the duties and responsibilities associated with winding up the Company's affairs. The Members shall determine the times manner, and terms of the sale of the Company assets, consistent with its fiduciary responsibilities and having due regard to the activity and condition of the relevant market and general financial and economic conditions.

10.2.3 Liquidating Distributions. During the wind up and dissolution of the Company, the Company's assets shall be applied to satisfy claims of creditors and distributed to the Members in liquidation as provided in the Act.

10.3 Articles of Dissolution. On completion of the Company's winding up, the Members shall file articles of dissolution in the office of, and on a form prescribed by, the Secretary.

11. TRANSFERS, NEW MEMBERS, AND ASSIGNMENTS.

11.1 Transfer and Assignment of Interests. No Member shall be entitled to transfer, assign, convey, sell, encumber or in any way alienate all or any part of the Member's interest in the Company without the prior written consent of all Members. The Member assigning his, her or its interest in the Company (upon written consent as described in the preceding sentence) shall not be released from any liability the assigning Member may have to the Company or to any third party solely as a result of the assignment.

11.2 New or Substitute Members. A new Member or a transferee of a Member's interest shall have the right to become a new or substitute Member only if such person (a) executes an instrument accepting and adopting all of the terms and provisions of this Agreement, and (b) pays all reasonable costs and expenses in connection with the admission of the new Member or the transferee as a substitute Member. The admission of a new Member or a transferee in violation of this Section shall be null and void.

12. MISCELLANEOUS.

12.1 Successors and Assigns. This Agreement shall bind and inure to the benefit of the Members and the Members' successors and assigns.

12.2 Parties in Interest. Except as expressly provided in this Agreement, nothing in this Agreement shall (a) confer any rights or remedies on any persons other than the parties and their respective successors and assigns, (b) relieve or discharge the obligation of any third person to any party, or (c) shall give any third person any right of subrogation or action against any party.

12.3 Amendments. This Agreement shall not be amended except in a writing signed by the Members.

12.4 Governing Law. The rights and obligations of the Members shall be governed by, and this Agreement shall be construed and enforced in accordance with, the laws of the State of Wyoming.

12.5 Entire Agreement. This Agreement constitutes the entire agreement concerning the Company's affairs and the conduct of its business, and supersedes all prior agreements and understandings, whether oral or written. The Company shall have no oral operating agreements.



12.6 Severability. If any provision of this Agreement, or the application of such provision to any person or circumstances, is held invalid or unenforceable, the remainder of this Agreement, or the application of such provision to persons or circumstances other than those as to which it is held invalid or unenforceable, shall continue in full force without being impaired or invalidated.

IN WITNESS WHEREOF, the undersigned has made and entered this Agreement to be effective as of the date set forth above.

**MEMBERS:**

*Robert L. Kunkle Jr*

Robert L. Kunkle, Jr.

*Lisa K. Kunkle*

Lisa K. Kunkle

*Wendy Kunkle*

Wendy Kunkle

*Andrew Wilson*

Andrew Wilson



Town of Jackson  
Planning Department  
c/o: Katelyn Page  
150 E Pearl Ave.  
Jackson, WY 83001

Re: 165 Center Street – Unit #1 Kemo Sabe Basic Use Permit

Dear Town of Jackson Planning Department,

We are applying for a Basic Use Permit which is required by and in conjunction with our Building Permit #B220025 for the interior improvements to the recently acquired space at 165 Center Street – Unit #1. The scope of the project is to convert the old Skipping Stones retail store space into a new home for Kemo Sabe western wear, hats, and boots store. The work associated with the new improvements will be limited to the interior of the building and include new flooring, wall finishes, ceiling tiles, moving of back of house walls (not load bearing), and the addition of 386 sq.ft. to the existing loft space for private shopping to VIP customers or private parties. With this additional square footage per Town of Jackson Land Development Regulations we will be mitigating the need for workforce housing and parking spaces.

Our attached application calculates the Housing Requirement (Sec. 6.3.2 + 6.3.3) of the existing building to have an Existing Workforce Housing Credit of 0.710. The proposed development Housing Requirement is 0.794 units for a difference of Affordable Workforce Housing Required 0.083 units. This equates to a Fee-in-Lieu amount of \$22,644.61 which we will paying in full.

The parking space requirement of 9 units is mitigated by a newly recorded “Exhibit B - division of Common Area” for the Center Street Building Condominium (165 Center Street Building). The parking allotment for the Center Street Building Condominium consists of 3 parts; 30 total spaces which were purchased via Fee-in-Lieu to be shared between units 1-4, street parallel parking in front of the building, and on property spaces in the rear of the building. The old CC&R’s assign parking by a percentage of Common Area but the recently approved HOA documents show the new total of spaces per unit and our unit #1 has a total of 12 spaces (10 of the 30 Fee-in-Lieu, 1 street parallel in front of the building, and 1 on property space).

Thank you for your time in reviewing our Basic Use Permit for the new tenant improvements to the space at 165 Center Street.

Respectfully,

A handwritten signature in black ink that reads 'Eric Westerman'.

Eric Westerman  
Zone 4 Architects

2022-01-26

# KEMO SABE - JACKSON

# PERMIT SET



**ARCHITECTS**  
LLC.

P. O. BOX 2508  
ASPEN CO 81612  
WWW.ZONE4ARCHITECTS.COM

# SHEET INDEX

<b><u>SHEET INDEX</u></b>	
COVER SHEET	A.0
<b><u>ARCHITECTURAL DRAWINGS</u></b>	
[E] ENTRY LEVEL FLOOR PLAN	A.1
[E] UPPER LEVEL FLOOR PLAN	A.2
[P] ENTRY LEVEL FLOOR PLAN	A.3
[P] UPPER LEVEL FLOOR PLAN	A.4

## PROJECT DATA

PARCEL ID NUMBER: 22-41-16-27-3-26-001  
ZONING: TS-2  
BLDG USE: MERCANTILE GROUP M  
CONST. TYPE: II-B  
CLIMATE ZONE: 7  
BLDG. CODE: 2021 IBO  
FIRE SPRINKLERS: EXISTING - YES

# PROJECT DIRECTORY

TENANT: KEMO SABA  
165 CENTER ST. #1  
JACKSON, WY 83001

ARCHITECT: ZONE 4 ARCHITECTS  
P.O. BOX 2508

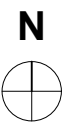
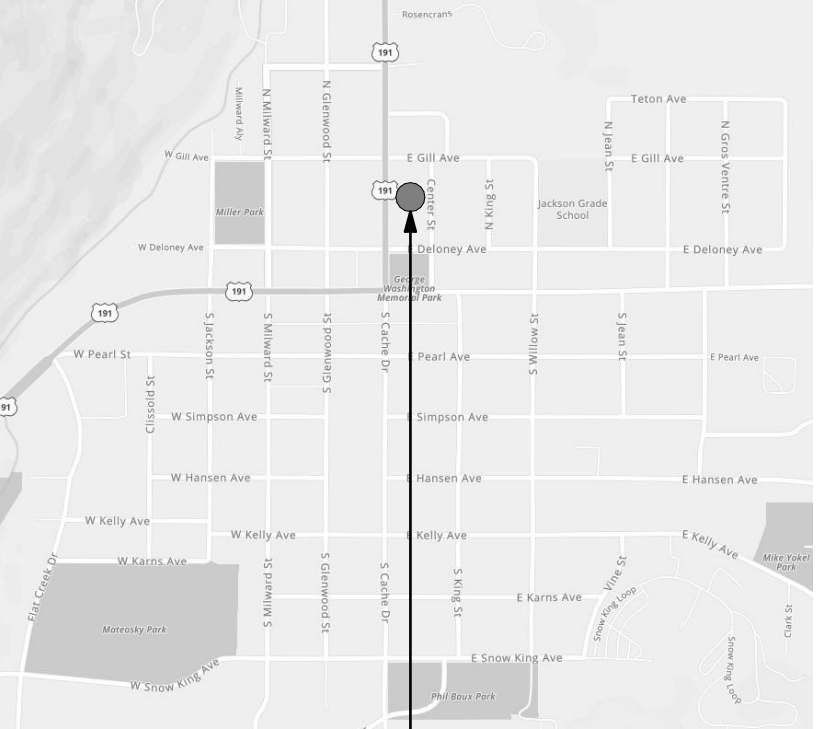
OFFICE PHONE: 970.429.8470  
CONTACT: Eric Westerman  
eric@zone4architects.com

**CONTRACTOR:** ACM WYOMING LLC  
1135 GREGORY LN  
JACKSON, WY 83001  
**OFFICE PHONE:** 370.203.9242  
**CONTACT:** Christian Earl

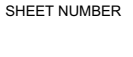

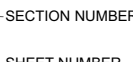



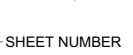
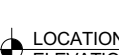
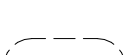



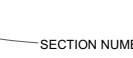

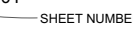
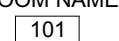
MEP ENGINEER: AEC  
P.O. BOX 8489  
AVON, CO 81620  
OFFICE PHONE: 970.748.8520  
CONTACT: Stan Humphries

**STRUCTURAL ENGINEER:** KRM  
P.O. BOX 4572  
VAIL, CO 81658  
**OFFICE PHONE:** 970.949.9391  
**CONTACT:** Ryan Schmidt

## VICINITY MAP



## SYMBOL LEGEND

	ELEVATION NUMBER SHEET NUMBER		GRID LINE
	SECTION NUMBER SHEET NUMBER		BREAK LINE
	DETAIL NUMBER SHEET NUMBER		MATCH LINE
	DETAIL CUT		REVISION
	DETAIL		SPOT ELEVATION
			DOOR MARK
			WINDOW MARK
	SECTION NUMBER SHEET NUMBER		ROOM NAME ROOM NAME AND NUMBER

## ABBREVIATIONS

ADD	Add Access Door	GALV	Galvanized	RS	Rough Saw
ADD	Add Attic	GC	General Contractor	RW	Rod Window
ADI	Adjust	GL	Glass	RO	Rough On
AGR	Area of Refuge	GR	Grade	RO	Rough On
AGG	Aggregate	GLB	Laminated Wood Beam	SECT	Section
AF	Adjustment	GYP	Gypsum	SECT	Section
AF1	Alternate First Floor	GWB	Gypsum Wallboard	SH	Sheet
ALT	Alternate	GWB	Gypsum Wallboard	SH	Sheet
ALCH	Architectural	HBS	Hose Bbs	SHLV	Shelves
BM	Bearing	HDW	Hardware	SHLV	Shelves
BRG	Bearing	HD	Head	SL	Sliding
BS	Beam	HYAC	Heating, Ventilating, and Air Conditioning	SM	Sheet Metal
BS	Bottom	HT	Height	ST	Sound-Transmission Class
BS	Bottom Of	HT	Height	S.T.D.	Slope To Drain
BLDG	Building	HWY	Highway	SPEC	Specification
CAB	Cabinet	HT	Horizontal	SQ	Square
CL	Centerline	ID	Inside Diameter	STD	Standard
CER	Ceramic	INT	Interior	STL	Steel
CLOS	Close	JNT	Joint	STRCT	Structure (pl)
CLS	Clear	LAM	Laminate	SUB	Substitute
CMU	Concrete Masonry Unit	LAV	Lavatory	SUPPL	Supplement (al)
COL	Column	MAN	Manufacturer	SUPP	Supplement (wd)
CONC	Concrete	MO	Masonry Opening	TEL	Telephone </td
CJ	Construction Joint	MTL	Material	TEL	Television
CONT	Continuous	MXM	Maximum	TEMP	Tempered
DEP	Dampening	MCB	Medicine Cabinet	IE	That Is
DET	Diameter	MECH	Mechanical	THK	Thick
DIA	Diameter	MIN	Minimum	TPH	Total Paper Holder
DIM	Diameter	MISC	Miscellaneous	T&G	Tounge and Groove
DIV	Down	NTC	Not In Contract	T&B	Top and Bottom
DN	Down	NA	Not Accepted	T&P	Top Of
DS	Downspout	NTS	Not To Scale	T	Tread
DRW	Drawing	OC	On Center	TS	Tube Steel
EL	Electrical	OPG	Opposite	TPY	Typical
EQ	Equal	OPP	Opposite	UG	Underground
EXIST	Existing	OPH	Opposite Hand	U.N.C.	Unless Noted Otherwise
EXT	Exterior	OSD	Outside Diameter	UNF	Unfinished
FEC	Fire Extinguisher Cabinet	P	Penny (nails, etc.)	UNC	United Building Code
FOS	Face Of Stud	PERF	Perforated (d)	USG	United States Gauge
FP	Fireproof	PFM	Perforated Sheet Metal	VAR	Variable
FT	Foot	PLT	Plate	VENT	Ventilate
FTG	Footing	PLY	Plywood	VERF	Verify In Field
FD	Flow Drain	PROD	Product	VINT	Vent
FL	Floor	PROJ	Project	VAT	Vinyl Asbestos Tile
FL	Floor	PROP	Property	WRB	Water Resistive Barrier
FL	Floor	RFR	Radius of Riser	W	Water
FL	Floor	REF	Refer	WP	Waterproofing
FL	Floor	REF	Refer	WPM	Waterproofing Membrane
FD	Flow Drain	REFR	Refrigerator	WIN	Window
FD	Flow Drain	RENT	Rent (d)	W	With (comb. form)
FD	Flow Drain	REQ	Required	W	Without
GA	Gauge	RISM	Round Head Sheet Metal Screw	WD	Wood
		RM	Room	WD	Wood

## GENERAL NOTES

- A. THE AIA DOCUMENT 201, "GENERAL CONDITIONS OF THE CONTRACT FOR CONSTRUCTION", 1987, ARE HEREBY MADE A PART OF THESE CONTRACT DOCUMENTS. COPIES ARE ON FILE AND ARE AVAILABLE FOR INSPECTION AT THE OFFICES OF THE ARCHITECT.
- B. THE CONTRACT DOCUMENTS CONSIST OF THE AGREEMENT, THE GENERAL NOTES, THE SPECIFICATIONS, AND THE DRAWINGS, WHICH ARE COOPERATIVE AND CONTINUOUS. WORK INDICATED OR REASONABLY IMPLIED IN ANY ONE OF THE DOCUMENTS SHALL BE SUPPLIED AS THOUGH FULLY COVERED IN ALL. ANY DISCREPANCY BETWEEN THE DIFFERENT PARTS SHOULD BE REPORTED TO THE ARCHITECT IMMEDIATELY.
- C. ALL WORK SHALL COMPLY WITH ALL STATE AND LOCAL CODES AND ORDINANCES, AND SHALL BE PERFORMED TO THE HIGHEST STANDARDS OF CRAFTSMANSHIP BY JOURNEMEN OF THE APPROPRIATE TRADES. GENERALLY, ALL MATERIALS TO BE INSTALLED IN ACCORDANCE WITH MANUFACTURER'S SPECIFICATIONS, UNLESS OTHERWISE REGULATED BY OR SPECIFIED BY ARCHITECT OR GOVERNING BODIES
- D. THESE DOCUMENTS ARE INTENDED TO INCLUDE ALL LABOR, MATERIALS, EQUIPMENT AND SERVICES REQUIRED TO COMPLETE ALL WORK DESCRIBED HEREIN. IT IS THE RESPONSIBILITY OF THE CONTRACTOR TO BRING TO THE ATTENTION OF THE ARCHITECT ANY CONDITIONS WHICH WILL NOT PERMIT CONSTRUCTION ACCORDING TO THE INTENTIONS OF THESE DOCUMENTS, IT IS THE RESPONSIBILITY OF THE ARCHITECT TO PROVIDE DETAILS AND/OR DIRECTIONS REGARDING DESIGN INTENT WHERE IT IS ALTERED BY EXISTING CONDITIONS OR WHERE NEGLECTED IN THE DOCUMENTS.
- E. ALL MATERIALS PROPOSED FOR SUBSTITUTION OF THOSE SPECIFIED OR CALLED OUT BY TRADE NAME IN THESE DOCUMENTS SHALL BE PRESENTED TO THE ARCHITECT FOR REVIEW. THE CONTRACTOR SHALL SUBMIT SAMPLES WHEN REQUIRED BY THE ARCHITECT, AND ALL SUCH SAMPLES SHALL BE REVIEWED BY THE ARCHITECT BEFORE THE WORK IS PERFORMED. WORK MUST CONFORM TO THE REVIEWED SAMPLES. ANY WORK WHICH DOES NOT CONFORM SHALL BE REMOVED AND REPLACED WITH WORK WHICH CONFORMS AT THE REQUESTS AND SAMPLES FOR REVIEW THROUGH THE GENERAL CONTRACTOR'S EXPENSE. SUBCONTRACTORS SHALL SUBMIT

CONTRACTOR WHEN WORK IS LET THROUGH HIM OR HER.  
REQUIRED VERIFICATIONS AND SUBMITTALS TO BE MADE IN  
ADEQUATE TIME AS NOT TO DELAY WORK IN PROGRESS.

F. SHOP DRAWINGS SHALL BE SUBMITTED TO THE ARCHITECT FOR HIS OR HER REVIEW WHERE CALLED FOR ANYWHERE IN THESE DOCUMENTS. REVIEW SHALL BE MADE BY THE ARCHITECT BEFORE WORK IS BEGUN, AND WORK SHALL CONFORM TO THE REVIEWED SHOP DRAWINGS, SUBJECT TO REPLACEMENT AS REQUIRED IN PARAGRAPH E, ABOVE.

G. THE BUILDING INSPECTOR SHALL BE NOTIFIED BY THE CONTRACTOR WHEN THERE IS NEED OF INSPECTION AS REQUIRED BY THE UNIFORM BUILDING CODE OR ANY LOCAL CODE OR ORDINANCE.

H. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE SAFETY AND CARE OF ADJACENT PROPERTIES DURING CONSTRUCTION, FOR COMPLIANCE WITH FEDERAL AND STATE O.S.H.A. REGULATIONS, AND FOR THE PROTECTION OF ALL WORK UNTIL IT IS DELIVERED COMPLETED TO THE OWNER.

I. ALL DIMENSIONS NOTED TAKE PRECEDENCE OVER SCALED.  
DIMENSIONS NOTED WITH "N.T.S." DENOTES NOT TO SCALE.  
DRAWINGS NOT TO BE SCALED, NOTIFY ARCHITECT OF ANY CONFLICTS  
OR OMISSIONS

J. CONTRACTOR SHALL VERIFY AND COORDINATE ALL OPENINGS THROUGH FLOORS, CEILINGS, AND WALLS WITH ALL ARCHITECTURAL, STRUCTURAL, MECHANICAL, PLUMBING AND ELECTRICAL DRAWINGS.

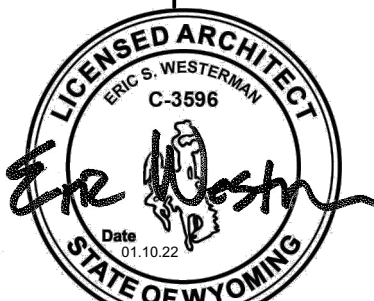
K. CONTRACTOR WILL ASSUME RESPONSIBILITY OF ITEMS REQUIRING COORDINATION AND RESOLUTION DURING THE BIDDING PROCESS.

L. REFER TO ARCHITECT FOR HEAVY TIMBER (H.T.) FINISH.

M. STONE VENEER HATCH LOCATED ON ELEVATIONS, SECTIONS, ETC., IS FOR ILLUSTRATION PURPOSES ONLY IN ORDER TO DEPICT LOCATIONS TO RECEIVE THIS MATERIAL. IT DOES NOT REPRESENT LAYUP METHOD RELATED TO AESTHETICS, SPECIES, ETC. G.C. TO CONSTRUCT STONE VENEER MOCK-UP FOR FINAL APPROVAL BY OWNER & ARCHITECT PRIOR TO INSTALLATION.

**KEMO SABE - JACKSON**

165 CENTER STREET #1  
JACKSON, WY 83001



BY	REVISIONS	DATE
Z4	PERMIT SET	01.21.22
Drawn by:		Z4A

Drawn by: Z4A

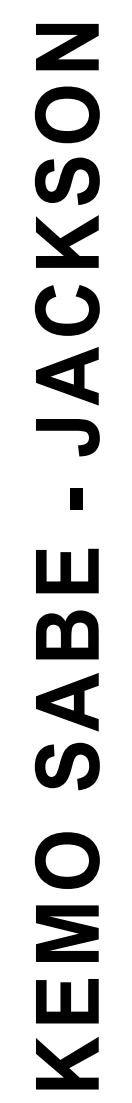
Date:	1/21/2022
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Scale:	AS NOTED
DRAWINGS NOT TO BE SCALED	

# COVER SHEET

# A.0

**Z O N E**  
  
**ARCHITECTS**  
**LLC.**  
P.O. BOX 2508  
ASPEN CO 81612  
[WWW.ZONE4ARCHITECTS.COM](http://WWW.ZONE4ARCHITECTS.COM)



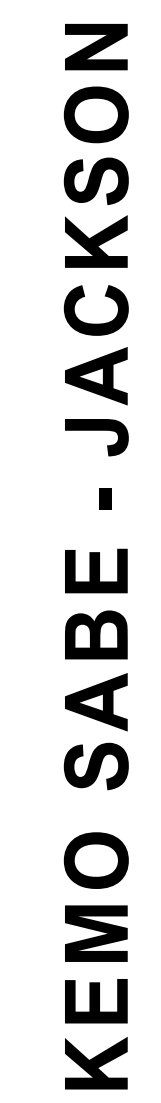
Professional Engineer Seal for Eric S. Westerman, State of Wyoming, License C-3596, dated 01.10.22.

Date:	1/21/2022
Scale:	AS NOTED

DRAWINGS NOT TO BE SCALED

## A.1

**Z O N E**  
  
**ARCHITECTS**  
LLC.  
P.O. BOX 2508  
ASPEN CO 81612  
[WWW.ZONE4ARCHITECTS.COM](http://WWW.ZONE4ARCHITECTS.COM)



Professional Engineer Seal for Eric S. Westernman, State of Wyoming, License C-3596, dated 01.10.22.

Date:	1/21/2022
Scale:	AS NOTED

DRAWINGS NOT TO BE SCALED

## A.2

N

FLOOR PLAN KEY NOTES:  
1. BUILDING FLOOR PLAN IS FOR GENERAL LAYOUT ONLY AND NOT TENANT FINISH CONSTRUCTION. REFER TO BUILDING PERMIT #B220025 FOR CONSTRUCTION DOCUMENTS.

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E

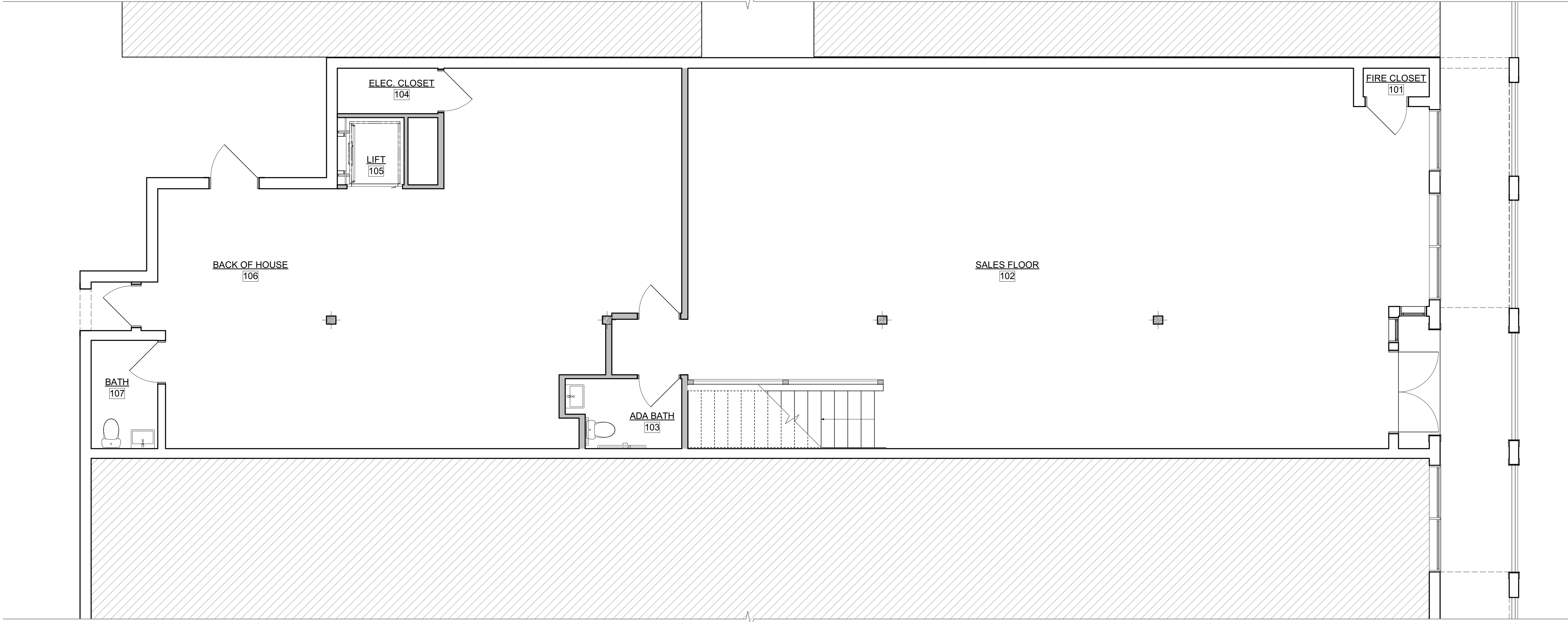
ARCHITECTS  
LLC.

P.O. BOX 2508  
ASPEN CO 81612  
WWW.ZONE4ARCHITECTS.COM

LEGEND:

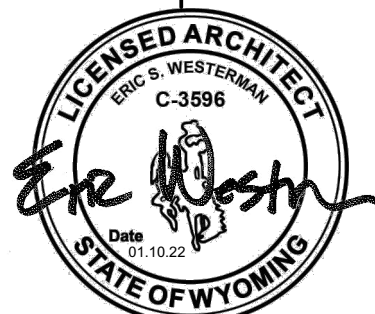
EXISTING WALL

NEW WALL



KEMO SABE - JACKSON

165 CENTER STREET #1  
JACKSON, WY 83001



BY	REVISIONS	DATE
Z4	PERMIT SET	01.21.22
Drawn by:		Z4A

Date:	1/21/2022
Scale:	AS NOTED

DRAWINGS NOT TO BE SCALED

[P] ENTRY LEVEL FLOOR PLAN

A.3



Z:\SharedData\24 Projects\2126 Kemo Sabe - Jackson\Model\Kemo Sabe-Jackson.pln

FLOOR PLAN KEY NOTES:  
1. BUILDING FLOOR PLAN IS FOR GENERAL LAYOUT ONLY AND NOT TENANT FINISH CONSTRUCTION. REFER TO BUILDING PERMIT #B220025 FOR CONSTRUCTION DOCUMENTS.

Z  
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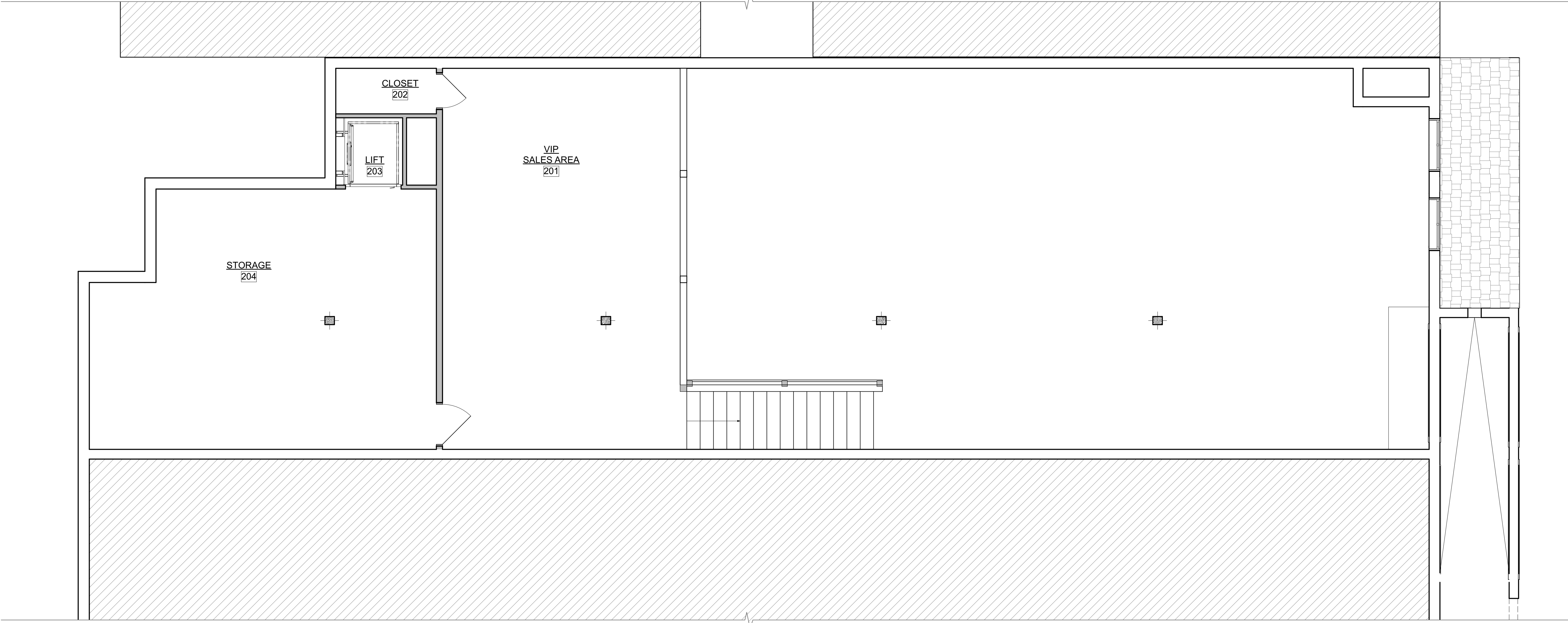
ARCHITECTS  
LLC.

P.O. BOX 2508  
ASPEN CO 81612  
WWW.ZONE4ARCHITECTS.COM

LEGEND:

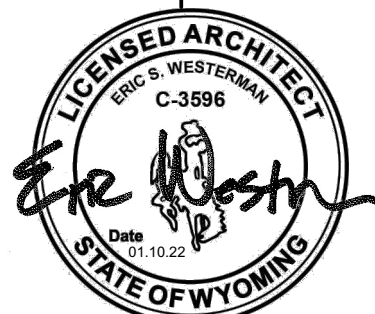
EXISTING WALL

NEW WALL



KEMO SABE - JACKSON

165 CENTER STREET #1  
JACKSON, WY 83001



BY	REVISIONS	DATE
Z4	PERMIT SET	01.21.22
Drawn by:		Z4A

Date:	1/21/2022
Scale:	AS NOTED

DRAWINGS NOT TO BE SCALED

[P] UPPER LEVEL FLOOR PLAN

A.4



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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 tennant 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.

Existing Use (Sec. 6.3.2.A)	Housing Requirement (Sec. 6.3.3.A)	Use Size: bedrooms	Use Size: habitable sf	Use Quantity	Housing Required
retail	0.000216*sف	0	3293	1	0.710

Existing Workforce Housing Credit0.710

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
retail	0.000216*sف	0	3679	1	0.794

Affordable Workforce Housing Required:0.083 unitsFee-in-Lieu Amount:\$22,644.61

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 Mitgation 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](#).



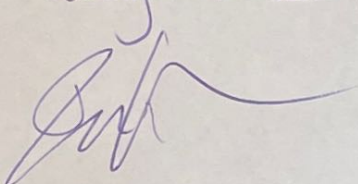
## Center Street Building Condominium Owners Association

### Parking Rules and Regulations for Planning as of February 2022

The following Parking Rules and Regulations for planning purposes restate, clarify and interpret the parking provisions of the Declaration of Condominium for Center Street Building Condominium.

1. Whereas page 26 of the Declaration, assigns a percentage interest in the common areas of the association including 30 parking places purchased from the town.
2. For town planning purposes, those parking spaces shall be divided by percentage interest and rounded to the nearest whole number as follows:
  - a. Unit 1: 9 spaces
  - b. Unit 2: 10 spaces
  - c. Unit 3: 6 spaces
  - d. Unit 4: 5 spaces

The forgoing parking rules and regulations were adopted by the Board of Directors on the 10 day of February in the year 2022

  
Ian Tyree, Secretary