



# TOWN OF JACKSON

## PLANNING & BUILDING DEPARTMENT

### TRANSMITTAL MEMO

**Town of Jackson**

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

**Joint Town/County**

- Parks & Recreation
- Pathways
- Joint Housing Dept.

**Teton County**

- Planning Division
- Engineer
- Surveyor
- Assessor
- Clerk & Recorder
- Road & Levee

**State of Wyoming**

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

**Federal Agencies**

- Army Corp of Engineers

**Utility Providers**

- Qwest
- Lower Valley Energy
- Bresnan Communications

**Special Districts**

- Start
- Jackson Hole Fire/EMS
- Regional Transportation

|   |   |
|---|---|
| Date: February  | <b>REQUEST:</b><br>The applicant is submitting a request for a Basic Use Permit for Amusement use at the property located at 120 W Pearl Ave. (Suite C), legally known as Lot 1, 3 <sup>rd</sup> Wort Addition. |
| Item: P25-034   |   |
| Planner: Katelyn Page<br>Phone: 733.0440 ext. 1302<br>Email: <a href="mailto:kpage@jacksonwy.gov">kpage@jacksonwy.gov</a>                 |   |
| Owner<br>JN One, LLC<br>PO Box 6368<br>Jackson, WY 83001  | PIDN: 22-41-16-33-1-54  |
| Applicant<br>Krikor Architecture, LLC<br>Gregory Mason<br>PO Box 4659<br>Jackson, WY 83001  | For questions, please call Katelyn Page at 733-0440, x 1302, or email to the address shown below. Thank you.  |
| <b>Please respond by: March 20, 2025</b>  |   |
| For Departments not using SmartGov, please send responses via email to <a href="mailto:planning@jacksonwy.gov">planning@jacksonwy.gov</a> |   |

**Owner**

JN One, LLC  
PO Box 6368  
Jackson, WY 83001

**Applicant**

Krikor Architecture, LLC  
Gregory Mason  
PO Box 4659  
Jackson, WY 83001



**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: \_\_\_\_\_

Physical Address: \_\_\_\_\_

Lot, Subdivision: \_\_\_\_\_ PIDN: \_\_\_\_\_

**PROPERTY OWNER.**

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ ZIP: \_\_\_\_\_

E-mail: \_\_\_\_\_

**APPLICANT/AGENT.**

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ ZIP: \_\_\_\_\_

E-mail: \_\_\_\_\_

**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](http://www.townofjackson.com/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?

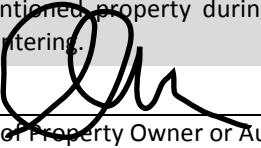
**Application Fee.** Fees are cumulative. Go to [www.townofjackson.com/200/Planning](http://www.townofjackson.com/200/Planning) and select the relevant application type for the fees.

**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.

  
Signature of Property Owner or Authorized Applicant/Agent

Date \_\_\_\_\_

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

Title \_\_\_\_\_



Town of Jackson  
150 E Pearl Avenue  
PO Box 1687, Jackson, WY 83001  
P: (307)733-3932 F: (307)739-0919  
[www.jacksonwy.gov](http://www.jacksonwy.gov)

Date:

## LETTER OF AUTHORIZATION

**NAMING APPLICANT AS AUTHORIZED REPRESENTATIVE**

**PRINT** full name of property owner as listed on the deed when it is an individual OR print full name and title of President or Principal Officer when the owner listed on the deed is a corporation or an entity other than an individual : Jeff Neishabouri

Being duly sworn, deposes and says that JN One LLC is the owner in fee of the premises located at:

Name of property owner as listed on deed

Address of Premises: 120 W Pearl Ave Ste B & C, Jackson, WY 83001

Legal Description:

Please attach additional sheet for additional addresses and legal descriptions

## GREGORY MASON

And, that the person named as follows: Name of Applicant/Authorized Representative: KRIKOR ARCHITECTURE, LLC

Mailing address of Applicant/Authorized Representative: PO BOX 4659, JACKSON, WY 83001

Email address of Applicant/Authorized Representative: KRIKORARCH@GMAIL.COM

Phone Number of Applicant/Authorized Representative: 307.413.6874

Is authorized to act as property owner's representative and be the applicant for the application(s) checked below for a permit to perform the work specified in this(these) application(s) at the premises listed above:

Development/Subdivision Plat Permit Application       Building Permit Application

Public Right of Way Permit     Grading and Erosion Control Permit     Business License Application

Demolition Permit       Other (describe) BUP APPLICATION

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.

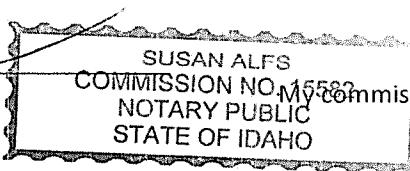
Property Owner Signature

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

STATE OF Idaho )  
COUNTY OF Blaine ) SS. )

The foregoing instrument was acknowledged before me by SUSAN AITS this 18 day of Feb 2025. WITNESS my hand and official seal.

Notary Public



## WARRANTY DEED

COMMUNITY FIRST NATIONAL BANK, a national banking institution (Jackson Branch), of P.O. Box 528, Jackson, Wyoming 83001, Grantor, for and in consideration of Ten Dollars (\$10.00) and other good and valuable consideration in hand paid, receipt of which is hereby acknowledged, CONVEYS AND WARRANTS to JN ONE LLC, a Wyoming limited liability company, of P.O. Box 6368, Jackson, Wyoming 83001, Grantee, the following-described property situated in the County of Teton, State of Wyoming, hereby releasing and waiving all rights under and by virtue of the homestead exemption laws of the State, to-wit:

Lot No. 1 of the Third Wort Addition to the Town of Jackson, Teton County, Wyoming, according to Plat No. 948 recorded March 16, 1999 with the Clerk of Teton County, Wyoming,

including and together with all and singular the tenements, hereditaments, appurtenances and improvements thereon or thereunto belonging, and any rights of grantor to minerals thereunder, but subject to taxes, assessments, covenants, conditions, restrictions, reservations, rights-of-way and easements of sight or record.

PIN # TMP000776.

WITNESS the due execution and delivery of this instrument effective as of the 3rd day of September, 1999.

COMMUNITY FIRST NATIONAL BANK,  
a national banking institution (Jackson Branch)

By: Glenn Jansen  
Glenn Jansen, President

STATE OF WYOMING  
)  
COUNTY OF TETON )

|            |
|------------|
| RELEASED   |
| INDEXED    |
| ABSTRACTED |
| SCANNED    |

The foregoing Warranty Deed was acknowledged before me by Glenn Jansen, duly acting as President of said Grantor, this 3rd day of August, 1999.

WITNESS my hand and official seal.



(seal)  
My commission expires: 6-17-00

Stacey M. Dieckmann  
Notary Public

Grantor: COMMUNITY FIRST NATIONAL BANK  
Grantee: JN ONE LLC  
Doc 0499008 bk 384 pg 165-165 Filed at 3:38 on 09/08/99  
Sherry L Daigle, Teton County Clerk fees: 6.00  
By MARY D ANTROBUS Deputy

February 20, 2025



TOJ Planning Department c/o Katelyn Page, Associate Planner  
PO Box 1687  
Jackson, WY 83001  
307.733.0440

RE: Ping Pong Jackson, LLC  
120 W Pearl Ave, Suite C  
Jackson, Wyoming

I am please to submit a Basic Use Permit (BUP) for this 2,368sf interior only Tenant Improvement Project located at 120 W Pearl Ave, Suite C on the Ground Floor Level of the existing building. The new Tenant will be Ping Pong Jackson, LLC which is a national business that provides a facility with ping pong table play areas for hourly rentals.

**Town of Jackson Planning Department**

The existing 2,368sf Suite 'C' is currently broken into two different Types of Use. The 1433sf west side 'C.1" is Office and the 935sf east side 'C.2' is Developed Recreation. Unit C.1 yields a parking credit of 2.36. Unit C.2 yields a parking credit of 2.10. The total parking credit allowed for Suite 'C' is 4.46.

Under the Town of Jackson LDR's the proposed 2,368sf space will be classified as Amusement Type of Use. The space will have 300sf of Sitting Area. This requires the space to now need 5 parking spaces.

According to TOJ Document P12-065 dated 8.24.12 (Exhibit 'A'), the site has 8.5861 Surplus of Parking. The additional 0.54 parking spaces required to service this Suite 'C' Change of Use will be subtracted from the Surplus total. The new Surplus of Parking for the total site is 8.0461. Therefore, no parking mitigation fee is required for this Change of Use Application.

Preliminary discussions with TOJ have also found that a Housing Mitigation Fee is not required for this Change of Use Application. A Summary Table to Demonstrate Compliance With Dimensional Standards is not provided because it is not applicable to this interior only project.

**Town of Jackson Building Department**

Under the 2024 IBC the proposed 2,368sf space will have an Occupancy Classification - Assembly (unconcentrated tables & chairs) with an Occupant Load Factor of Net 15. This will yield a total Space Occupant Load of 157 people for Suite 'C'. This Ground Floor Level new Assembly Use will need to be separated from the existing Business Use above on the Second Floor Level with 1-hour rated floor / ceiling construction.

Please let me know if any additional documents or calculations are required to process this BUP Application submittal.

Best Regards,

\_\_\_\_\_  
Gregory Mason, AIA, LEED AP  
**KRIKOR Architecture, L.L.C.**

## PROJECT TEAM

**TENANT**  
PING PONG JACKSON, LLC C/O ERNESTO EBUEN  
120 W PEARL AVE, SUITE 'C'  
JACKSON, WY 83001  
347.791.6400 ERNESTO@PINGPOD.COM

**ARCHITECT**  
KRIKOR ARCHITECTURE, LLC  
GREGORY MASON  
PO BOX 4659  
JACKSON, WY 83001  
307.413.6874 KRIKORARCH@GMAIL.COM

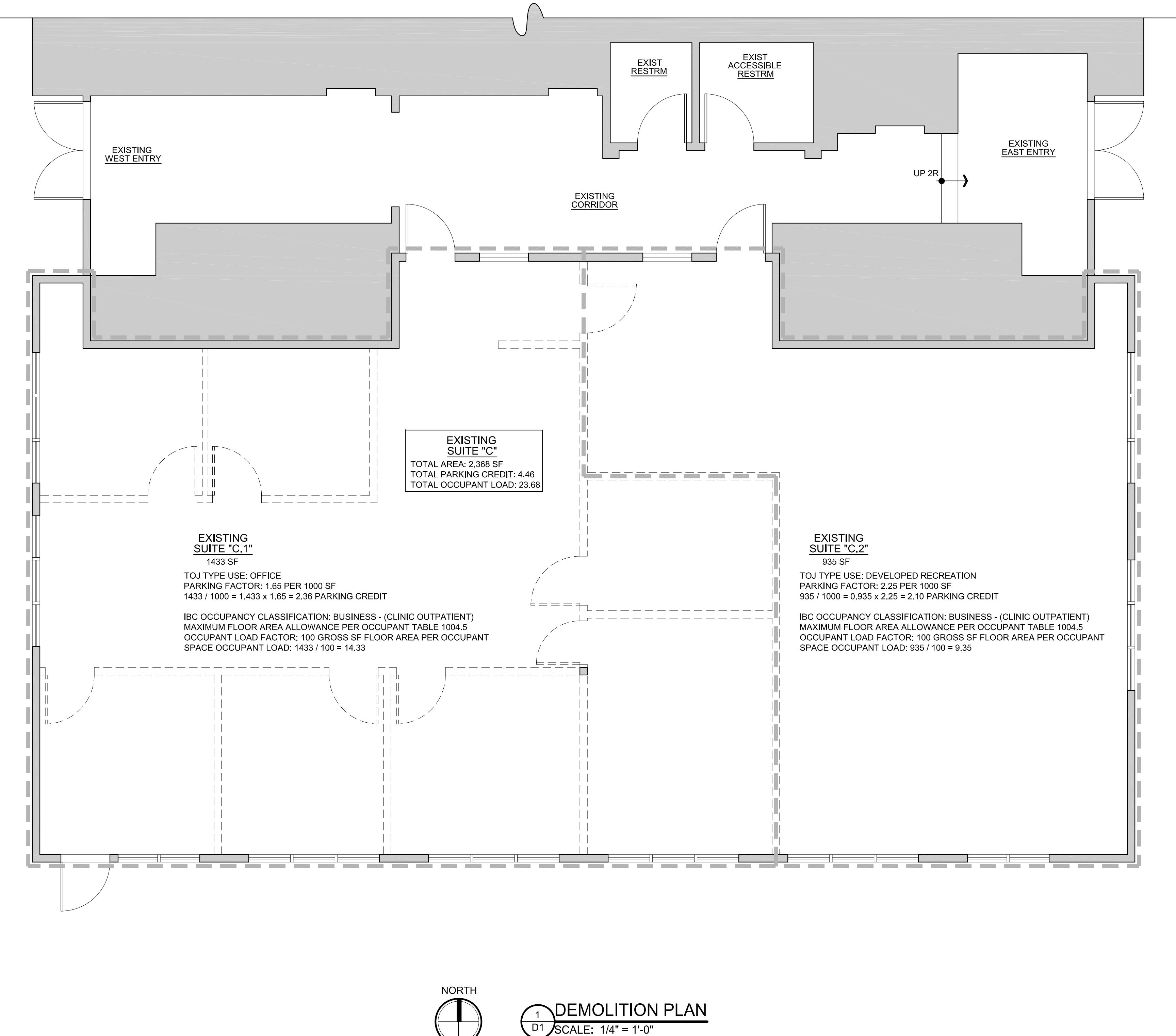
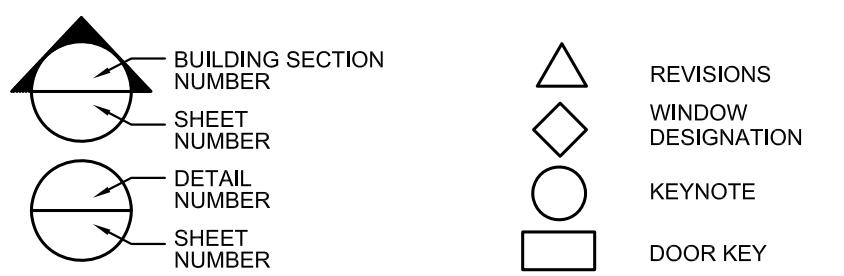
## DRAWING INDEX

D1 COVER SHEET & DEMOLITION PLAN  
A100 PROPOSED FLOOR PLAN

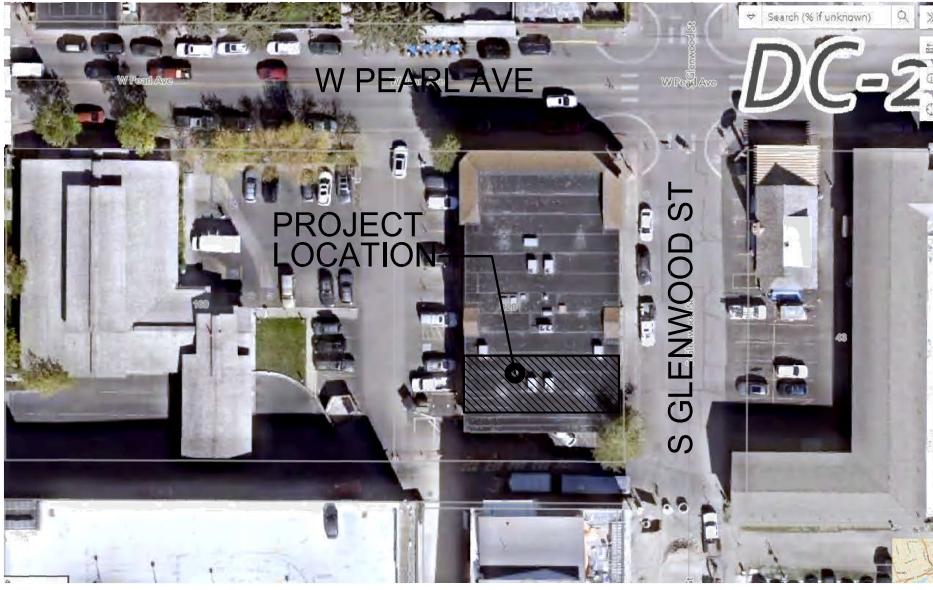
## ABBREVIATIONS

|        |                       |               |                        |
|--------|-----------------------|---------------|------------------------|
| A.F.F. | ABOVE FINISHED FLOOR  | HTR           | HEATER                 |
| ARCH   | ARCHITECT             | INSUL         | INSULATION             |
| BHD    | BASEBOARD HEATER      | INT           | INTERIOR               |
| BRD    | BOARD                 | JST           | JAMB                   |
| BLK'G  | BLOCKING              | MAX           | MAXIMUM                |
| BM     | BEAM                  | MECH          | MECHANICAL             |
| B.O.   | BOTTOM OF...          | MIN           | MINIMUM                |
| CHNL   | CHANNEL               | MTL           | METAL                  |
| CLG    | CEILING               | N.I.C.        | NOT IN CONTRACT        |
| C.     | CEILLINE              | OC            | ON CENTER              |
| CMU    | CONCRETE MASONRY UNIT | PL.           | PLATE                  |
| COL    | COLUMN                | PLMBG         | PLUMBING               |
| CONC   | CONCRETE              | PLUS OR MINUS | PLUS OR MINUS          |
| DBL    | DOUBLE                | PLYWD         | PLYWOOD                |
| DIM    | DIMENSION(S)          | P.T.          | PRESSURE TREATED       |
| DWGS   | DRAWINGS              | RAD           | RADIUS                 |
| DTL    | DETAIL                | REINF         | REINFORCEMENT (ING)    |
| DN     | DOWN                  | RM            | ROOM                   |
| EL     | ELEVATION HEIGHT      | SCHED         | SCHEDULE               |
| ELEV   | ELEVATION DRAWING     | SHT           | SHEET                  |
| ELEC   | ELECTRIC              | SHT MTL       | SHEET METAL            |
| F.F.   | FINISHED FLOOR        | SIM           | SIMILAR                |
| FIN    | FINISH                | STL           | STEEL                  |
| FLR    | FLOOR                 | STRUCT        | STRUCTURAL             |
| FLN    | FOUNDATION            | SUSP          | SUSPENDED              |
| FRM/G  | FRAMING               | TEMP          | TEMPERED               |
| FTG    | FOOTING               | T&G           | TONGUE AND GROOVE      |
| G.C.   | GENERAL CONTRACTOR    | T.O.          | TOP OF...              |
| GLB    | GLUE LAMINATED BEAM   | TYP           | TYPE                   |
| GLY    | GLUE LAMINATED MEMBER | VERT          | VERTICAL               |
| GYP    | GYPSUM WALL BOARD     | V.I.F.        | VERIFY IN FIELD        |
| HDR    | HEADER                | WP            | WEATHERPROOF           |
| HORIZ  | HORIZONTAL            | U.O.N.        | UNLESS OTHERWISE NOTED |

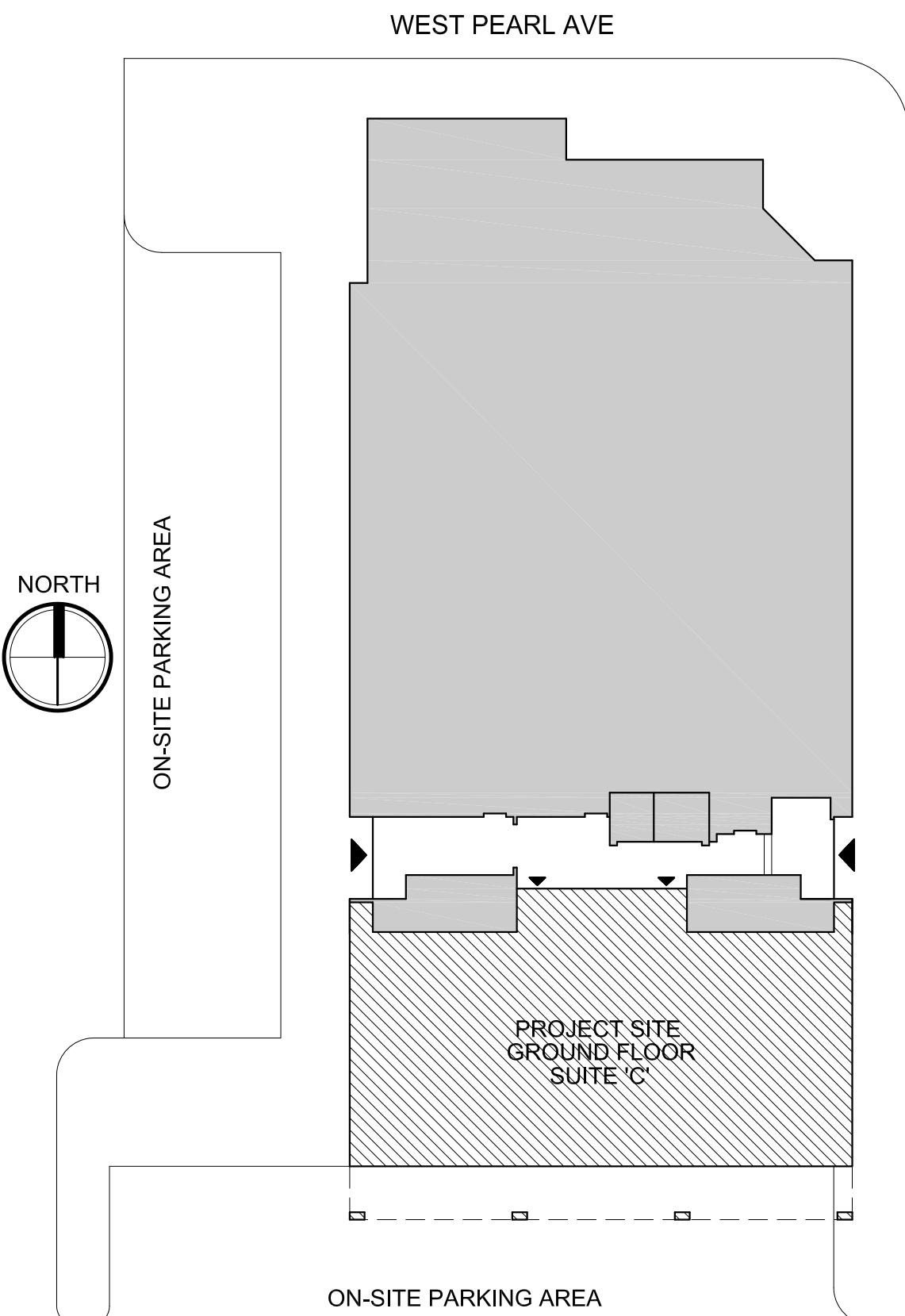
## KEY LEGEND



## VICINITY MAP



## PROJECT SUITE LOCATION KEY



## GENERAL NOTES

- ALL CONSTRUCTION WORK SHALL COMPLY WITH THE 2024 EDITIONS OF THE INTERNATIONAL BUILDING CODE (IBC), NFPA AND ANY LOCAL ADDENDUM CODES AND ORDINANCES APPLICABLE.
- UNLESS OTHERWISE NOTED, ALL PLAN DIMENSIONS ARE TAKEN TO ROUGH FRAMING OR TO FACE OF STUD WALL.
- CROSS REFERENCE ALL DRAWINGS FOR COMPLETE INFO ABOUT THE PROJECT.
- NO NEW EXTERIOR LIGHTING PROPOSED
- MODIFIED EXISTING FIRE SPRINKLER SYSTEM SYSTEM DESIGN DRAWINGS TO BE A DEFERRED SUBMITTAL
- MODIFIED EXISTING FIRE ALARM SYSTEM SYSTEM DESIGN DRAWINGS TO BE A DEFERRED SUBMITTAL

## SITE DATA

TOWN OF JACKSON, WYOMING  
LOT 1, 3RD WORT ADDITION  
PIDN: 22-41-16-33-1-54-001

STREET ADDRESS: 120 WEST PEARL AVE, SUITE 'C', GROUND FLOOR  
ZONING: DC-2  
SITE AREA: 16,552 SQ.FT. ( 0.38 ACRES )  
SITE TOPOGRAPHY: N/A  
STRUCTURE LOCATION SETBACK REQUIREMENTS:  
HEIGHT LIMITATIONS: N/A  
CODES UTILIZED: 2024 IBC  
DESIGN CRITERIA UTILIZED: N/A  
TYPE OF CONSTRUCTION: V (FULLY SPRINKLERED)  
TENANT SPACE OCCUPANCY CLASSIFICATION:  
ASSEMBLY (UNCONCENTRATED TABLES & CHAIRS)  
WITH OFFICE IN ADJACENT SPACE ABOVE

**KRIKOR Architecture**  
1125 Deer Creek Drive P.O. Box 4659 Jackson, WY 83001  
tel: 307.413.6874 email: KRIKORARCH@GMAIL.COM

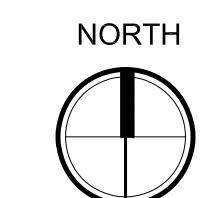
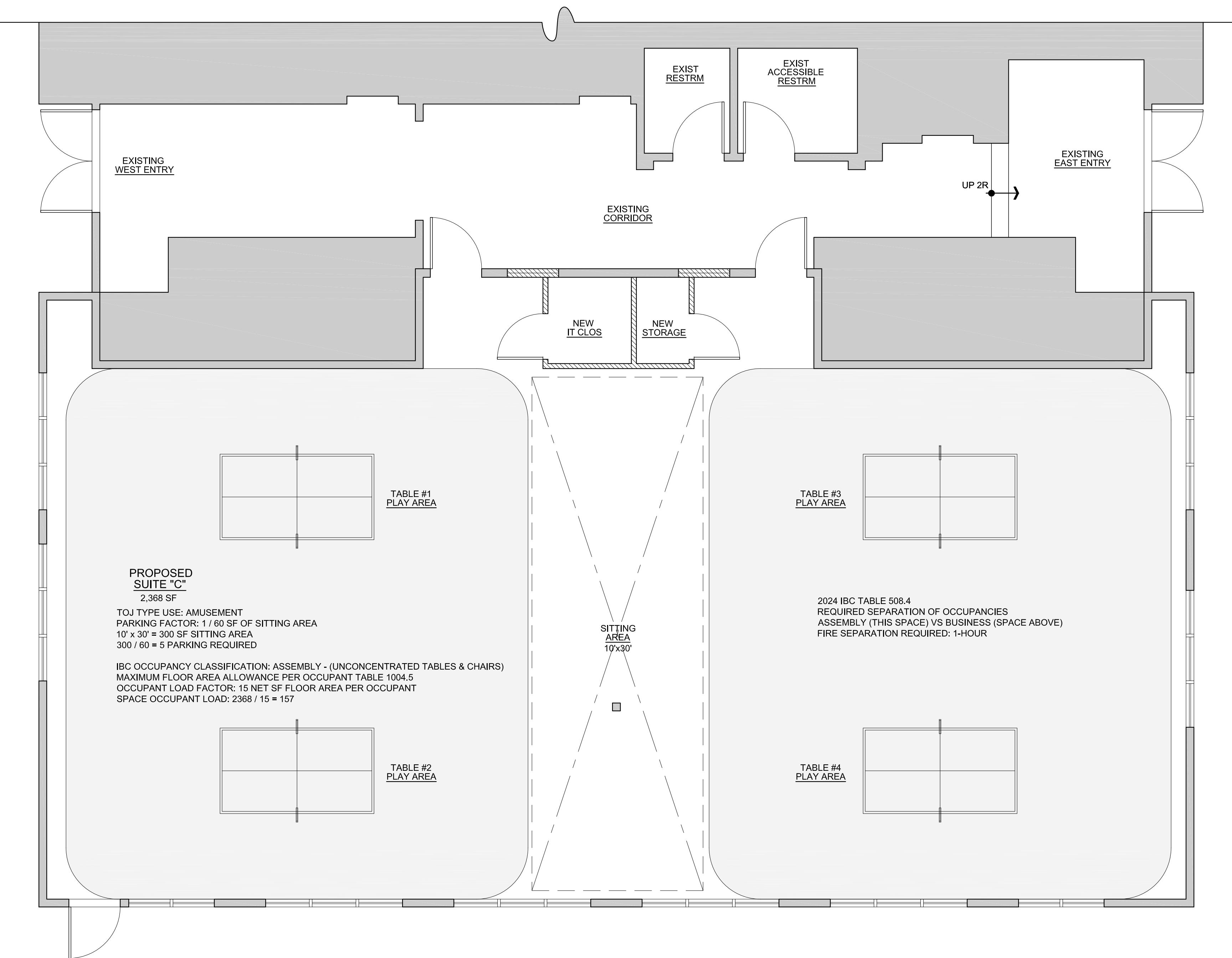
**PING PONG JACKSON, LLC**  
120 WEST PEARL AVE, SUITE C JACKSON, WY

COVER SHEET & DEMOLITION PLAN  
PROPOSED INTERIOR TENANT IMPROVEMENT

|                    |         |
|--------------------|---------|
| REVISIONS          | 2.20.25 |
| 1 TO BUP SUBMITTAL |         |
|                    |         |
|                    |         |

date 2.20.25

D1



PROPOSED FLOOR PLAN

SCALE: 1/4" = 1'-0"

**KRIKOR Architecture**

1125 Deer Creek Drive P.O. Box 4859 Jackson, WY 83001  
tel. 307-413-6874 email: KRIKORARCH@GMAIL.COM

**PING PONG JACKSON, LLC**  
120 WEST PEARL AVE, SUITE C JACKSON, WY

PROPOSED FLOOR PLAN FOR PROPOSED INTERIOR TENANT IMPROVEMENT

REVISIONS

date 2.20.25

A100

# EXHIBIT 'A'

120 W Pearl - Parking Calculations  
P12-065

8/24/2012

## Parking Requirements calculated for Building Permit B11-0380

|                                 | <u>SF</u> | <u>Standard</u> | <u>Required</u> |
|---------------------------------|-----------|-----------------|-----------------|
| Retail                          | 396       | 4               | 1.584           |
| Office                          | 454       | 3.3             | 1.4982          |
| Retail                          | 2000      | 4               | 8               |
| Retail                          | 2000      | 4               | 8               |
| Office - First Floor - Medical  | 2975      | 4               | 11.9            |
| Office - Second Floor - General | 3832      | 3.3             | 12.6456         |
| Office - Second Floor - Medical | 2800      | 4               | 11.2            |
| <b>Total</b>                    |           |                 | <b>54.8278</b>  |

## Parking Provided

### Credits

|                         |                |
|-------------------------|----------------|
| Downtown Parking Credit | 27.4139        |
| Use Credit              | 19             |
| Fee-in-Lieu             | 1              |
| <b>Total Credits</b>    | <b>47.4139</b> |

## Parking Requirements for FDP - P12-065

|   | <u>SF</u> | <u>Standard</u> | <u>Required</u> |
|---|-----------|-----------------|-----------------|
| Retail  | 396       | 4               | 1.584           |
| Office  | 454       | 3.3             | 1.4982          |
| Retail  | 2000      | 4               | 8               |
| Retail  | 2000      | 4               | 8               |
| Office - First Floor - Medical (acupuncture & medical equip | 1925      | 4               | 7.7             |
| Indoor Recreation (Studio X Fitness) Classes only           | 1050      | 4               | 4.2             |
| Office - Second Floor - General                             | 3832      | 3.3             | 12.6456         |
| Office - Second Floor - Medical                             | 2800      | 4               | 11.2            |
| <b>Total</b>  |           |                 | <b>54.8278</b>  |

|                                    |               |
|------------------------------------|---------------|
| Requirement after credits          | 7.4139        |
| Parking provided on site           | 16            |
| <b>Surplus of parking provided</b> | <b>8.5861</b> |