

City of Cody
Planning, Zoning and Adjustment Board
Tuesday, June 24, 2014

A regular meeting of the Cody Planning, Zoning and Adjustment Board was held in the Council Chambers of City Hall in Cody, Wyoming on Tuesday, June 24, 2014 at 12:00 PM

Present: Justin Lundvall, Chairperson; Kim Borer; Brad Payne; Mark Musser; Bob Senitte; Buzzy Hassrick; Scott Kolpitzke, City Attorney; Steve Miller, Council Liaison; Todd Stowell, City Planner; Utana Dye, Certified Engineering Technician II.

Absent: Justin Ness.

Chairperson Justin Lundvall called the meeting to order at 12:02 PM, followed by the pledge of allegiance.

Mark Musser made a motion, seconded Kim Borer, by to approve the agenda. Vote on the motion was unanimous, motion carried.

Kim Borer made a motion, seconded by Buzzy Hassrick, to remove the minutes for the May 13, 2014 meeting from the table. Vote on the motion was unanimous, motion carried.

Buzzy Hassrick made a motion, seconded by Kim Borer, to approve the minutes for the May 13, 2014 meeting. Vote on the motion was unanimous, motion carried.

Buzzy Hassrick made a motion, seconded by Robert Senitte, to approve the minutes for the June 10, 2014 meeting. Vote on the motion was unanimous, motion carried.

Kim Borer made a motion, seconded by Buzzy Hassrick to remove the revised Good 2 Go Landscaping Plan located at 1200 17th Street from the table. Vote on the motion was unanimous, motion carried.

Todd Stowell presented the revised Good 2 Go Landscaping plan for 1200 17th Street, consisting of grass, boulders and two trees. Brad Hinze provided additional detail.

Mark Musser made a motion, seconded by Kim Borer to approve the revised Good 2 Go Landscaping Plan located at 1200 17th Street. Buzzy Hassrick opposed the motion. Kim Borer, Mark Musser, Justin Lundvall, Brad Payne, and Robert Senitte were in favor of the motion. Motion carried.

Presentation of Communications:

Todd Stowell presented the revised Landscape Plan for the Good 2 Go Gas Station and Convenience Store located 221 Yellowstone Avenue.

Robert Senitte made a motion, seconded by Brad Payne, to approve the revised landscaping for the Good 2 Go Cody No. 2 Store located at 221 Yellowstone Avenue. Buzzy Hassrick and Kim Borer opposed the motion. Mark Musser, Justin Lundvall, Brad Payne and Robert Senitte were in favor of the motion. Motion carried.

Todd Stowell presented the staff report for a request from Chuck and Maggie Kirkham for an eight (8) foot tall fence located at 914 Aspen Drive.

Chuck Kirkham spoke to his project.

Buzzy Hassrick made a motion, seconded by Kim Borer, to approve the request by Chuck and Maggie Kirkham for an eight (8) foot tall fence along their rear property line located at 914 Aspen Drive. Vote on the motion was unanimous. Motion carried.

Todd Stowell presented the staff report for architectural and landscape site plan review for Morgan Lee to build a pole building for storage located at 232 Yellowstone Avenue.

Paul Hansen was the representative on the behalf of Morgan Lee.

Kim Borer made a motion, seconded by Buzzy Hassrick, to approve architectural and landscape site plan review for Morgan Lee to build a 30' x 60' pole barn located at 232 Yellowstone Avenue authorized for personal storage/use only. Vote on the motion was unanimous. Motion carried.

Todd Stowell presented the staff report for modifications to K.B. Nelson office and garage addition located at 408 Blackburn Street.

Greg Gasper of Mountain State Consulting is the representative for KB Nelson Construction.

Buzzy Hassrick made a motion, seconded by Kim Borer, to approve the modifications to K.B. Nelson's office and garage addition located at 408 Blackburn Street. Vote on the motion was unanimous. Motion carried.

Todd Stowell presented the staff report for Lisa's American Traditions wall sign located within the Downtown Architectural District. The project address is 1183 Sheridan Avenue.

Kim Borer made a motion, seconded by Robert Senitte, to approve Lisa's American Traditions Downtown Sign review located at 1183 Sheridan Avenue. Vote on the motion was unanimous. Motion carried.

Todd Stowell presented the staff report for Trailhead 3 P.U.D. Phase 6 Preliminary Plat Amendment, relating to the relocation of the duplex lots.

Kim Borer made a motion, seconded by Robert Senitte to approve amendment to the Preliminary Plat for Trailhead 3 P.U.D. Phase 6. Vote on the motion was unanimous. Motion carried.

Todd Stowell presented the staff report for Trailhead 3 P.U.D. Phase 6 Final plat.

Buzzy Hassrick made a motion, seconded by Kim Borer to recommend to City Council the authorization of final plat Trailhead 3 P.U.D. Phase 6 subject to the 12 condition listed in the staff report as follows:

- 1) Provide the temporary drainage easements for Council's review of the final plat.
- 2) Prior to City Council consideration of the final plat, provide evidence of acceptance of the proposal by the Cody Canal Irrigation District—easement widths and dedication method/language for their easements.
- 3) Correct the 3rd line of the legal description to refer to the east right-of-way of Robert Street.
- 4) Add subdivision corners to the west boundary of the final plat, along Robert Street.

- 5) Correct the Easement Notes and Certificate of Dedication as necessary to specify to which entity each easement is dedicated. (Irrigation easements are to be granted to the Cody Canal Irrigation District, not the City.)
 - 6) Add the surveyor's seal and signature to the final plat.
 - 7) On the construction plans, add a detail for the sewer and water service common trench.
 - 8) Provide the outside utility company approval signatures on the construction plan set, or supplemental letters with their signatures.
 - 9) Either the water right transfer and installation of the irrigation system must occur, or a domestic water tap must be provided to irrigate the applicable common areas. The determination by the City Council on whether to transfer the water rights requested is needed prior to installation of the street (in case a water tap is needed instead).
 - 10) Record the amended CC&Rs (covenants) with the final plat. Approval of the amended CC&Rs is subject to review by the City attorney.
 - 11) Payment of applicable utility fees is to occur prior to the mayor signing the final plat.
 - 12) The transfer of the common areas to the HOA is to occur once their construction is completed.
- Vote on the motion was unanimous. Motion carried.

Approved Signs by Staff: Todd Stowell presented to the board the approved signs for Grizzly Country Outdoors, located at 1734 Sheridan Avenue, and Indi Go Tattoos, located at 507 16th Street.

P&Z Board Matters: Kim Borer will not be at the next meeting.

Council Update: None

Staff Items:

A subcommittee was formed for the review of the changes to the proposed Accessory Dwelling ordinance under City Council Review. The members assigned are: Justin Ness, Justin Lundvall, and Robert Senitte

A subcommittee was formed for the review of the proposed tree ordinance changes. The members assigned are: Buzzy Hassrick and Brad Payne

Buzzy Hassrick asked about the Buffalo Bill Center of the West electronic sign that Justin Ness had brought up at the last meeting. Todd reviewed the motion from that meeting and noted that it did not specify anything about display speed (dwell time), however there was discussion by the museum representative that it would not be rapidly changing. He will be talking with the museum about the sign.

Brad Payne made a motion, seconded by Mark Musser to adjourn the meeting. Vote on the motion was unanimous, motion carried.

There being no further business to come before the board, Chairperson Justin Lundvall adjourned the meeting at 12:45 PM.

Utana Dye
Certified Level II Engineering Tech. II