

**City of Cody**  
**Planning, Zoning and Adjustment Board**  
**Tuesday, August 26, 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, August 26, 2014 at 12:00 PM

Present: Justin Ness-Acting Chairperson; Robert Senitte; Buzzy Hassrick; Mark Musser; Kim Borer; Brad Payne; Sandra Kitchen, Deputy City Attorney; Steve Miller, Council Liaison; Todd Stowell, City Planner; Lynn Stutzman, Administrative Assistant.

Absent: Justin Lundvall

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

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

Kim Borer made a motion, seconded by Buzzy Hassrick, to approve the minutes for the August 12, 2014 meeting with the corrections noted. Vote on the motion was unanimous, motion carried.

Councilman Steve Miller introduced the new City administrator Barry Cook to the attendees and the Board.

**NEW BUSINESS:**

Todd Stowell presented the staff report for the Site Plan Review of the CertainTeed Warehouse at 88 Road 2AB. The following conditions were recommended:

1. Provide fire protection (hydrants and alarm) as required by the fire marshal prior to occupancy of the building. The engineering plan for the water main extension for the hydrants is to be reviewed and approved by the city engineer and WY DEQ prior to installation.
2. New outdoor lighting fixtures are to be directed downward.
3. The propane tank and above-ground fueling tanks are to be relocated to meet applicable separation requirements from the building. Coordinate with the building official and fire marshal.
4. Coordinate the relocation of the cardboard recycling dumpsters with the sanitation division.

Kim Borer made a motion, seconded by Mark Musser for approval of Site Plan Review for CertainTeed Warehouse at 88 Road 2AB with recommendations from staff Items 1 through 4. Vote on the motion was unanimous, motion carried.

Todd Stowell presented the Site Plan Review for the Church of the Four Square Gospel Mission Project at 2020 Loewer Avenue. The following conditions were recommended:

1. Provide nine on-site parking spaces.
2. Improvement of play area and community garden area.
3. Moving basketball hoop and additional lighting.

Brad Payne made a motion, seconded by Mark Musser, for approve the Site Plan Review for the shed and parking for the Cody Mission Project at 2020 Loewer Avenue conditional on moving the proposed basketball pad between the deck and community garden, the addition of exterior lighting for the parking spaces, and providing the staff recommendation of nine total parking spaces. Vote on the motion was unanimous, motion carried.

Agenda Item 6.A., the CertainTeed representative asked the Board to readdress the staff recommendation Item 1 that the Planning and Zoning Board approved. The applicant requested that item 1 be removed. Buzzy Hassrick made a motion to amend the approval of the site plan for the new product warehouse at CertainTeed Gypsum, 88 Road 2AB, as far as recommendation 1, that the City approve the plans prior to occupancy and that the timing of the improvements (extend fire alarm and install fire hydrants) be determined by the fire marshal—whether the water line and hydrants need to be installed prior to occupancy, or whether they can be delayed until after occupancy. The motion was seconded by Brad Payne. Vote on the motion was unanimous, motion carried.

OLD BUSINESS:

Buzzy Hassrick made a motion, seconded by Mark Musser, to table this item (Storage sheds at Buffalo Bill Center of the West) due to the applicant not being in attendance to hold the discussion. Vote on the motion was unanimous, motion carried.

Approved Signs by Staff: Cody Hearing Aid Center on 8<sup>th</sup> Street. Tractor Supply Company on Yellowstone Avenue.

P&Z Board Matters: None

Council Update: None

Staff Items: None

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

There being no further business to come before the board, Chairperson Justin Ness adjourned the meeting at 12:53 PM.

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Lynn Stutzman  
Administrative Assistant