

City of Cody
Planning, Zoning and Adjustment Board
Tuesday, September 8, 2015

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, September 8, 2015 at 12:00 PM

Present: Justin Lundvall-Chairperson; Justin Ness; Brad Payne; Buzzy Hassrick; Curt Dansie; Sandee Kitchen, Assistant City Attorney; Todd Stowell, City Planner; Lynn Stutzman, Engineering Administrative Asst.

Absent: Steve Miller, Council Liaison; Reese Graham; Mark Musser

Chairperson Justin Lundvall called the meeting to order at 12:04 PM, followed by the pledge of allegiance.

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

Buzzy Hassrick made a motion, seconded by Curt Dansie, to approve the minutes for the August 25, 2015 meeting. Vote on the motion was unanimous, motion carried.

NEW BUSINESS:

Todd Stowell presented the staff report for the downtown sign review for a wall sign at Wells Fargo located at 1401 Sheridan Avenue.

Justin Ness made a motion, seconded by Curt Dansie, to approve the downtown sign review for a wall sign at Wells Fargo located at 1401 Sheridan Avenue as presented. Vote on the motion was unanimous, motion carried.

Todd Stowell presented the staff report for the Site Plan Review for the office expansion of Gail Construction located at 3243 Bighorn Avenue.

Justin Ness made a motion, seconded by Brad Payne, to approve the Site Plan Review for the office expansion of Gail Construction located at 3243 Bighorn Avenue with the following conditions:

1. Pay applicable utility connection fees in conjunction with the building permit fee.
2. The water main extension (4" fire line) must be approved by WY DEQ prior to construction, and as-constructed plans (signed and sealed) are to be provided to the City.
3. The existing water service must be disconnected next to the main and the corp stop shut off before paving occurs.
4. Provide wheel stops or a similar approved method of delineating the employee parking spaces north of the building.
5. Provide an "Exit Only" sign and/or painted arrow near the west end of the front parking spaces, to clearly indicate the one-way nature of the parking area.

6. Obtain a sign permit for any exterior signage. Any business sign in a utility easement must be portable to the extent specified by Public Works.
7. Prior to issuance of a certificate of occupancy, the drainage facilities must be inspected and certified by the applicant's engineer that they were completed according to approved plans.
8. Update the plans to reflect any necessary conduits or pipes for running irrigation water to the landscape areas.
9. The project must otherwise comply with the site plan and applicable building, fire, and electrical codes.

Vote on the motion was unanimous. Motion carried.

Todd Stowell presented the staff report for the architectural review for the Cody Firearms Experience façade renovation located at 142 W. Yellowstone Avenue.

Brad Payne made a motion, seconded by Buzzy Hassrick, to approve the architectural review for the Cody Firearms Experience façade renovation located at 142 W. Yellowstone Avenue with the recommendation to use cut-off style lighting for any new exteriors light fixtures. Vote on the motion was unanimous. Motion carried.

Todd Stowell presented the staff report for the site plan review for the Rocky Mountain Mudd drive-thru coffee stand on Moss Orthodontics property at 613 Yellowstone Avenue.

Brad Payne made a motion, seconded by Curt Dansie, to approve the site plan review for the Rocky Mountain Mudd drive-thru coffee stand on Moss Orthodontics property at 613 Yellowstone Avenue with the following recommendations:

1. Submit an electrical service plan and coordinate the installation with the City electrical department.
2. The Rocky Mtn. Mudd freestanding sign must be located north of the grass strip next to the highway sidewalk, and outside of the drive-thru lanes.
3. Direct the spotlights downward as much as possible, or replace them with a cut-off style or low intensity fixture.
4. Stripe at least seven parking spaces in the northwest portion of the property, to city standards.
5. Directional signs and/or pavement markings must be used if it is observed that there are traffic circulation issues. Any directional signs or pavement markings must be reviewed and authorized by City staff.
6. The reduction in width of the grass area along the highway is authorized.

Vote on the motion was unanimous. Motion carried.

P&Z Board Matters: None

Council Update: None

Staff Items: Todd requested that the remaining Board members complete their "homework" assignment to fill out the draft residential land use table by the end of the week.

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

There being no further business to come before the board, Chairperson Lundvall adjourned the meeting at 12:41 PM.

Lynn Stutzman
Engineering Administrative Assistant