

CITY OF CODY
PLANNING, ZONING AND ADJUSTMENT BOARD
TUESDAY, JUNE 14, 2016
CITY HALL COUNCIL CHAMBERS @ 12:00 NOON

AGENDA

1. Call to Order by Chairman Justin Ness
2. Roll Call, excused members
3. Pledge of Allegiance
4. Approval of Agenda
5. Approval of Minutes of the May 24, 2016 regular meeting
6. NEW BUSINESS
 - A. Site Plan Review: Gunwerks shooting facility at 2301 Lt. Childers Street.
 - B. Public Hearing: Accessory Dwelling Unit for Kelly & Heather Fowler, 1031 Bleistein Avenue.
 - C. Review Accessory Dwelling Unit application, 1031 Bleistein Avenue.
 - D. Sign Review: Farmer's Market at Buffalo Bill Center of the West, 8th Street and Allen Street.
7. P&Z Board Matters (announcements, comments, etc.).
8. Council Update: Steve Miller
9. Staff Items:
10. Adjourn

The public is invited to attend all Planning, Zoning and Adjustment Board meetings. If you need special accommodations to participate in the meeting, please call the City office at (307) 527-7511 at least 24 hours in advance of the meeting.

City of Cody
Planning, Zoning and Adjustment Board
Tuesday, May 24, 2016

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, May 24, 2016 at 12:00 PM

Present: Justin Ness - Chairman; Buzzy Hassrick; Heidi Rasmussen; Reese Graham; Richard Jones; Scott Kolpitcke, City Attorney; Steve Miller, Council Liaison; Todd Stowell, City Planner; Bernie Butler, Accounting Clerk.

Absent: Brad Payne, Curt Dansie

Chairman Justin Ness called the meeting to order at 12:03 PM, followed by the pledge of allegiance.

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

Reese Graham made a motion, seconded by Richard Jones, to approve the minutes for the May 10, 2016 meeting. Vote on the motion was unanimous, motion carried.

Todd presented a request for an 8 ft. wire fence in the back yard of 2228 South Fork Street.

Buzzy Hassrick made a motion, seconded by Richard Jones, to approve the 8 ft. fence height request for 2228 South Fork Street subject to the applicant obtaining a fence permit from the Building Official.

Vote on the motion was unanimous, motion carried.

Todd Stowell presented a Site Plan Review for Modifications to the Whitlock Motors project, located at 2825 Big Horn Avenue. Rick Lambert of Precision Plan answered questions from the Board.

Richard Jones made a motion, seconded by Heidi Rasmussen, to approve the Site Plan Review for the Whitlock Motors project, located at 2825 Big Horn Avenue, with the following conditions:

1. Applicable city utility fees (water, sewer, power) are to be paid prior to building permit issuance.
2. On the plans submitted with the building permit, correctly show the route of the electrical line as discussed in the staff report, or obtain a utility easement from the neighbor for the route.
3. Provide an electrical easement for the transformer and electrical line, as specified by the electrical division.
4. Locate the freestanding sign post so that the future sign is not within and does not overhang the utility easement.
5. Protect the sewer clean-outs and storm water inlets in the driving lanes with concrete collars.
6. File with the WY DEQ Water Quality Division the necessary application form for the Class V Underground Injection Control (UIC) wells, and modify the perc trench detail as needed to comply with their requirements.
7. The project must otherwise comply with the site plan and applicable building, fire, and electrical codes.
8. The storm water facilities are to be inspected and certified by the applicant's engineer that they were completed according to approved plans, prior to issuance of a certificate of occupancy.
9. Provide an "as-constructed" site plan prior to issuance of the certificate of occupancy.
10. A building permit must be obtained within two years or this authorization will expire.

Vote on the motion was unanimous, motion carried.

Todd Stowell presented Site Plan Review for a pergola and outdoor seating at Sunset Inn Best Western, located at 1601 8th Street.

Reese Graham made a motion, seconded by Buzzy Hassrick, to approve the Site Plan Review for a pergola and outdoor seating at Sunset Inn Best Western, located at 1601 8th Street, with the following conditions:

1. The roof drains and storm drainage systems in the project area must be protected and allowed to function at their intended capacity, so that all storm water is retained on the property.
2. The project must be ADA compliant, as specified by the Building Official. Provide an ADA compliance plan with the building permit application for review and approval by staff.
3. 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 Site Plan Review for the renovation of the Cody Cupboard, located at 602 15th Street.

Heidi Rasmussen made a motion, seconded by Buzzy Hassrick, to approve the Site Plan Review for the renovation of the Cody Cupboard, located at 602 15th Street, with the following conditions:

1. Any exterior lighting shall be shielded or full cut-off-style. Details shall be provided for staff review with the building permit.
2. The ADA parking space, loading aisle, area and route to the building must be made ADA compliant. A sign for the ADA van accessible space is also required. The applicant may reduce the loading aisle width to allow the ADA parking space to be shifted a couple of feet further from the building (Stripe an 11-foot ADA stall and 5-foot unloading aisle).
3. The metal siding cannot be so shiny that it causes glare—galvalume or a similar dulled finish is acceptable.
4. The lines marking the two parking spaces that conflict with access to the new parking spaces must be removed.

Vote on the motion was unanimous, motion carried.

Todd Stowell presented Site Plan Review for the outdoor arena and horse barns, east of the rodeo grounds.

Buzzy Hassrick, made a motion, seconded by Reese Graham, to approve the Site Plan Review for the outdoor arena and horse barns, east of the rodeo grounds, with the following recommendations:

1. Dust control shall be provided during construction and during utilization of the facility to control dust impacts to neighboring properties. A 24-hour contact number shall be provided to respond to dust complaints.
2. Any future exterior lighting of the arena must be submitted to the Planning and Zoning board for review.
3. Any use of the 60-foot wide strip along the east side of the property shall not occur without proper ownership or authorization from the landowner.
4. No use of the DeMaris Street right-of-way is permitted (e.g. grading, parking) unless authorized by City Council through an encroachment license, or by vacation of the right-of-way.
5. All designated loading and parking areas are to be surfaced with crushed rock, or better, pursuant to City Code 10-16-8(H)(1).
6. All vehicle gates are to be provided with a Knox box or other suitable method acceptable to the Fire Marshal for emergency responder access.
7. Prior to occupancy and use of the facility, lots must be consolidated, or easements/agreements granted for any access or utilities that cross other lots to get to the site (even if same ownership).
8. Restroom facilities, in an adequate number to meet demand, shall be provided during use of the arena. Use of portable restroom facilities is not authorized without City Council permission. If portable restroom facilities are

not authorized by City Council, another solution acceptable to City Council must be provided prior to occupancy and use of the arena facility.

9. Any signage is subject to permitting through the city sign code.

10. The project must otherwise comply with applicable building, fire, electrical, zoning, and health codes.

Vote on the motion was unanimous, motion carried.

Todd Stowell presented an update on the following signs approvals: 1) Lamar Billboard, located at 506 Date Street, 2) Swan Enterprises Billboard, located at 3202 Big Horn Ave, 3) Rocky Mountain Backroad Adventure, located at 725 Yellowstone Avenue.

P & Z Board Matters – none

Council Updates – Steve Miller - none

Staff Items – none

Reese Graham made a motion, seconded by Buzzy Hassrick, to adjourn the meeting. Vote on the motion was unanimous, motion carried.

There being no further business to come before the board, Chairman Ness adjourned the meeting at 1:05 PM.

Bernie Butler, Accounting Clerk

**CITY OF CODY
PLANNING, ZONING AND ADJUSTMENT BOARD
STAFF REPORT**

MEETING DATE:	JUNE 14, 2016	TYPE OF ACTION NEEDED	
AGENDA ITEM:		P&Z BOARD APPROVAL:	X
SUBJECT:	SITE PLAN REVIEW—GUNWERKS SHOOTING FACILITY. SPR 2016-19	RECOMMENDATION TO COUNCIL:	
PREPARED BY:	TODD STOWELL	DISCUSSION ONLY:	

PROJECT DESCRIPTION:

Michael LaBazzo of Gunwerks, LLC, has submitted an application to construct a shooting facility to be used in conjunction with the manufacturing of firearms by their company. The shooting tunnel would be located next to their manufacturing facility at 2301 Lt. Childers Street. The property is owned by Forward Cody Wyoming and is leased to Gunwerks. The proposed shooting range would consist of an 11-foot by 12-foot structure that would contain a single shooting platform; a 6-foot by 9-foot concrete structure for the target and trap; and a 100-yard long and 30" diameter concrete pipe that interconnects the two structures. A dirt berm will likely be placed over the pipe for sound reduction purposes. The facility would be used to test and sight in the rifles that Gunwerks manufactures and services. The facility would not be available for use by the general public. The shooting tunnel would be operated only during regular working hours (weekdays, 7:30 a.m. to 6 p.m.). It is planned that shooting would occur periodically within a one to two hour period each day.



The authority for approving or denying the discharge of firearms within the city limits is with the City Council. At the June 7, 2016 meeting, the City Council authorized the discharge of firearms for the proposed use, as well as permission to locate the facility within a city utility easement. They imposed the following conditions on the project:

1. Noise Restrictions:
 - a. Shooting is limited to the hours between 7:30 a.m. and 6:00 p.m., Monday through Friday. (There is not a limit on how much shooting occurs within that time.)
 - b. Sound levels from the discharge of firearms within the facility shall not result in firearm noise exceeding 70 dBA (instantaneous measurement) at a distance of 10 feet from any portion of the shooting facility; and, 50 dBA at the nearest point of Veteran's Memorial Park, 50 dBA outside the front door of Wyoming Authentic Products, 40 dBA at the Beartooth Inn, 45 dBA outside the Reno's Collision office area, and 50 dBA at the RV dump site.
 - c. Shooting shall not occur during organized public events at the Veteran's Memorial Park (e.g. Memorial Day and Veteran's Day celebrations).
2. The facility is not authorized for public use at this time. This authorization is limited to shooting guns manufactured by Gunwerks only.
3. Prior to operating the facility, the applicant must demonstrate compliance with the maximum sound levels to the City. Verification must include the services of a qualified professional with calibrated certified equipment. Testing shall use the loudest bullets to be shot at the facility.
4. A HEPA filter must be used on the exhaust vent(s), so that any air discharged from the shooting tunnel is not discharged without HEPA filtration.
5. Small signs must be posted on the shooting room building and on the trap room to notify the public of the nature of the facility. (The idea is to let them know what is going on, so as to avoid unnecessary inquiries. It could be something as simple as: "Gunwerks Testing Facility, No Public Admittance.")
6. Installation of the facility is contingent upon the applicant acknowledging the following commitments regarding use of the utility easement:
 - a. Any portion of the facility that needs removed in order to install or service facilities within the utility easement is the financial responsibility of Gunwerks, regardless of who performs the work.
 - b. If requested by the City in non-emergency utility situations, Gunwerks will have 10 days to remove the conflicting portion(s) of the facility from the easement. In emergency situations, the City shall have immediate access to the utility.
7. The facility shall otherwise comply with the submitted site plan and applicable building and zoning codes.

REVIEW CRITERIA:

The property is located in the Industrial (E) zoning district. Pursuant to 10-10E-3 of the City of Cody Code, all structures within the district are to be architecturally compatible. Architectural and landscaping plans are to be submitted to the planning and zoning

commission for approval. Section 9-2 of the City code requires review of the site plan components by the Planning and Zoning Board.

STAFF COMMENTS:

Items reviewed by the Board, which have not already been addressed by City Council, are listed below.

Architecture:

The structures are briefly described on the elevation drawing. The trap structure is effectively a 6' by 9' concrete box that will extend only about three feet above ground level. The shooting room/structure is planned to measure about 11' by 12', extend about eight feet above ground level, and be covered with standard sheet metal siding and roofing. The colors are not specified, but are planned to be coordinated with the colors of the main building, which primarily an off white/light tan. Immediately neighboring buildings are also sided with sheet metal and use different colors on the trim to give some architectural variety. The newer buildings also use masonry wainscot.

Due to the nature of the trap, and the small size of the shooting room, about the most that could be done would be to use an accent trim on the shooting room. Provided the siding on the shooting room matches the main building, staff is satisfied with the architecture of the structures.

Parking:

The proposal does not trigger the need for any additional parking, and it does not affect existing parking areas.

Access:

No change to access is proposed.

Landscaping:

No landscaping is proposed and no landscaping will be altered. The property is not within the Entry Corridor Overlay Zone—that fact, combined with the small scale of the project and the Industrial zoning seems sufficient justification to not require extensive landscaping.

What staff would like addressed is dust and erosion control of the dirt that will likely be placed over the concrete pipe of the shooting tunnel. The Board and applicant should talk about options. Seeding the berm with natural native grasses may be the best, low-maintenance option.

Utilities:

No new utility services are proposed. Electricity will come from the existing panel. The primary issue is the protection of existing utilities, which was discussed and planned for,

but not included as a specific condition of the council approval. Such condition can be added now.

Lighting:

No exterior lighting is indicated.

Setbacks/Buffers:

There are no zoning setbacks or buffers applicable to the project.

Storm water:

Due to the small size of the structures, no storm water plan was required.

ALTERNATIVES:

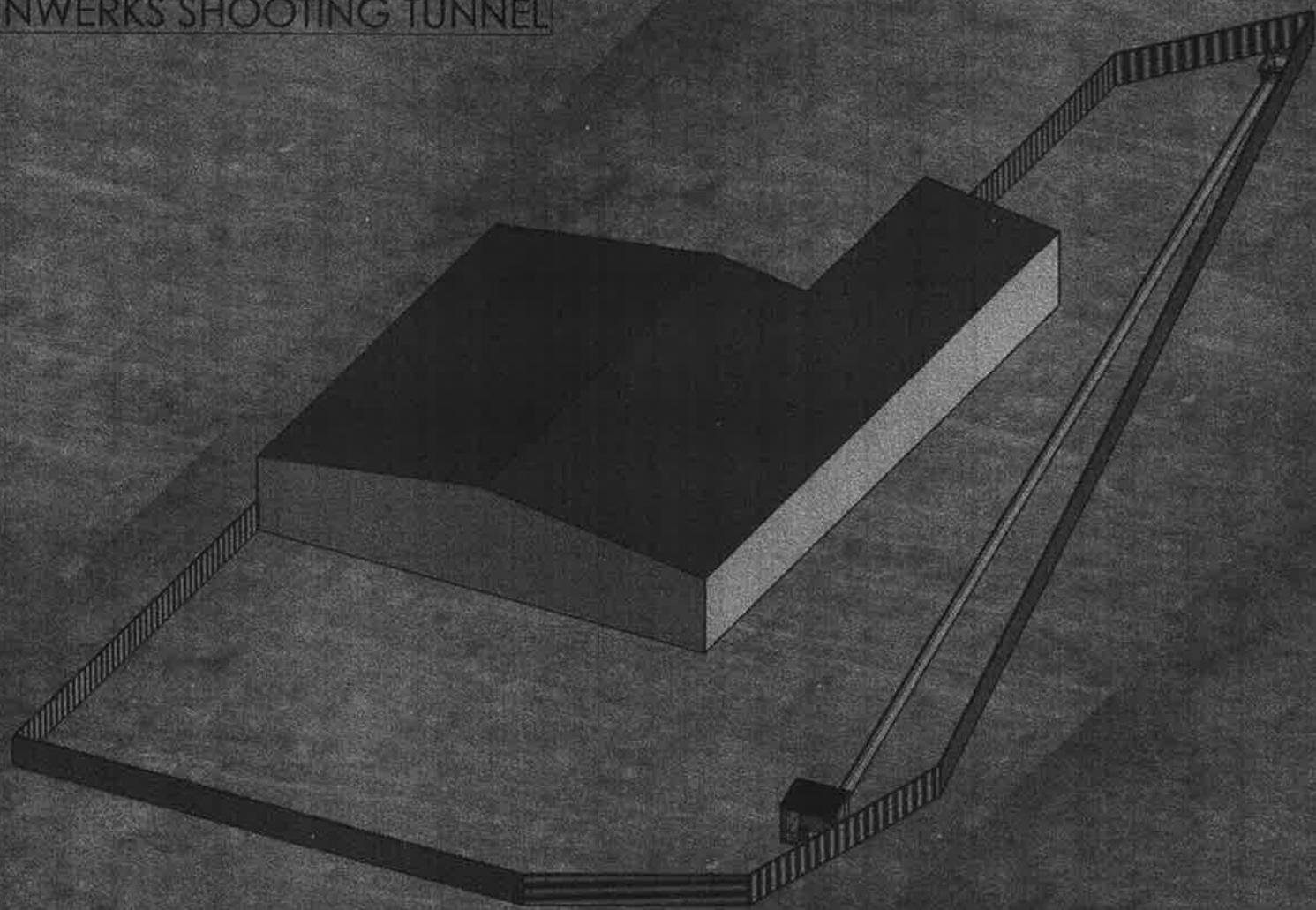
Approve or deny the proposal.

RECOMMENDATION:

Approve the project, subject to the following:

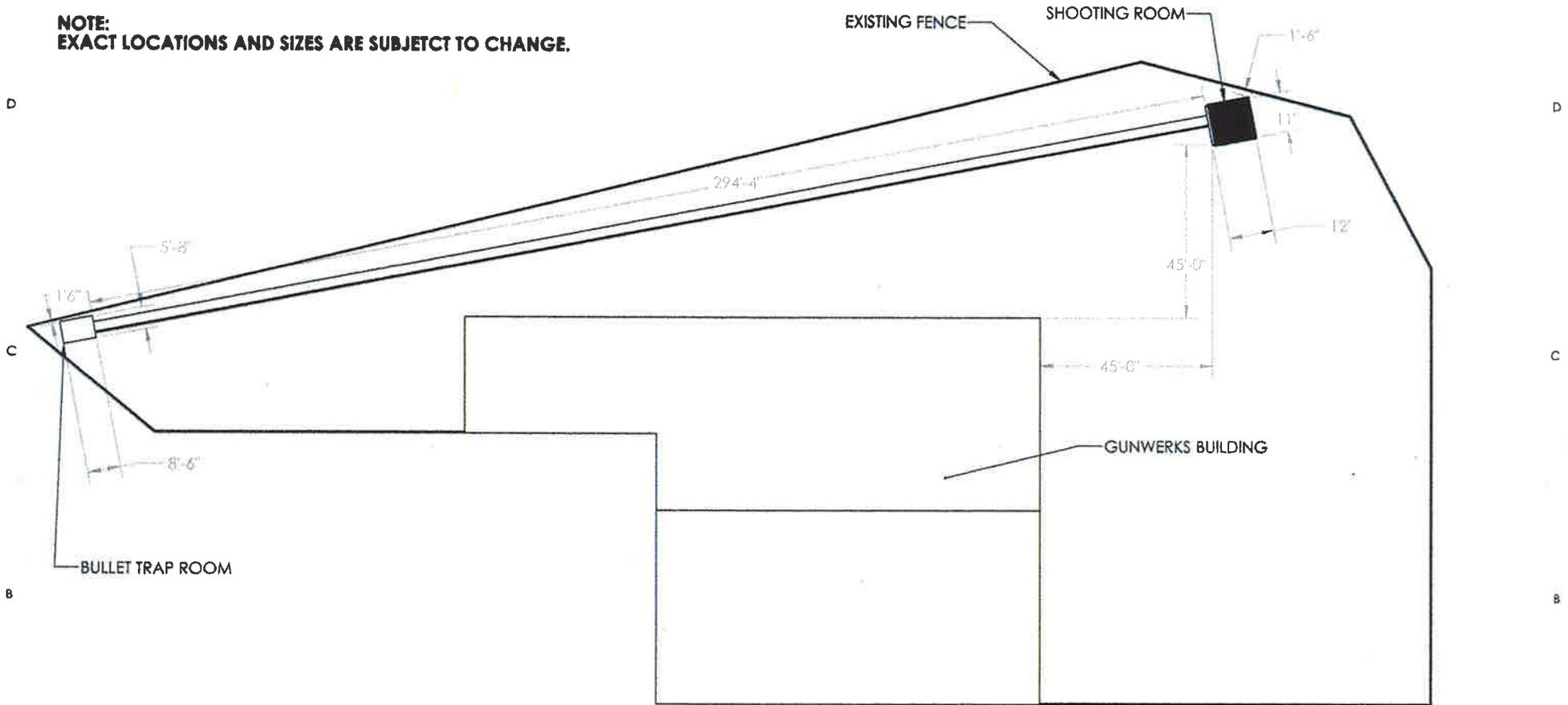
1. Comply with the conditions of the City Council authorization.
2. The siding and roofing of the shooting room must coordinate with the color of the main building.
3. Dust control shall be provided during construction to control dust impacts to neighboring properties.
4. Any existing utilities must be protected and accommodated during construction of the facility.
5. Any future exterior lighting must be full cut-off style, or be submitted to the Planning and Zoning Board for review.
6. The dirt berm is to be planted and maintained with a native grass mix for dust and erosion control, or as otherwise approved by the Board.

GUNWERKS SHOOTING TUNNEL



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**NOTE:
EXACT LOCATIONS AND SIZES ARE SUBJECT TO CHANGE.**



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A

UNLESS OTHERWISE SPECIFIED:

DIMENSIONS ARE IN FEET & INCHES
EXACT LOCATIONS AND SIZES
ARE SUBJECT TO CHANGE.

MATERIAL
FINISH

DRAWN
ENG APPR.
MFG APPR.
Q.A.
COMMENTS:

NAME DATE
JA 5/11/16

GUNWERKS, LLC

TITLE:
SHOOTING TUNNEL ROUGH LAYOUT

SIZE DWG. NO.
B

REV
D

SHEET 2 OF 4

8 7 6 5 4 3 2 1



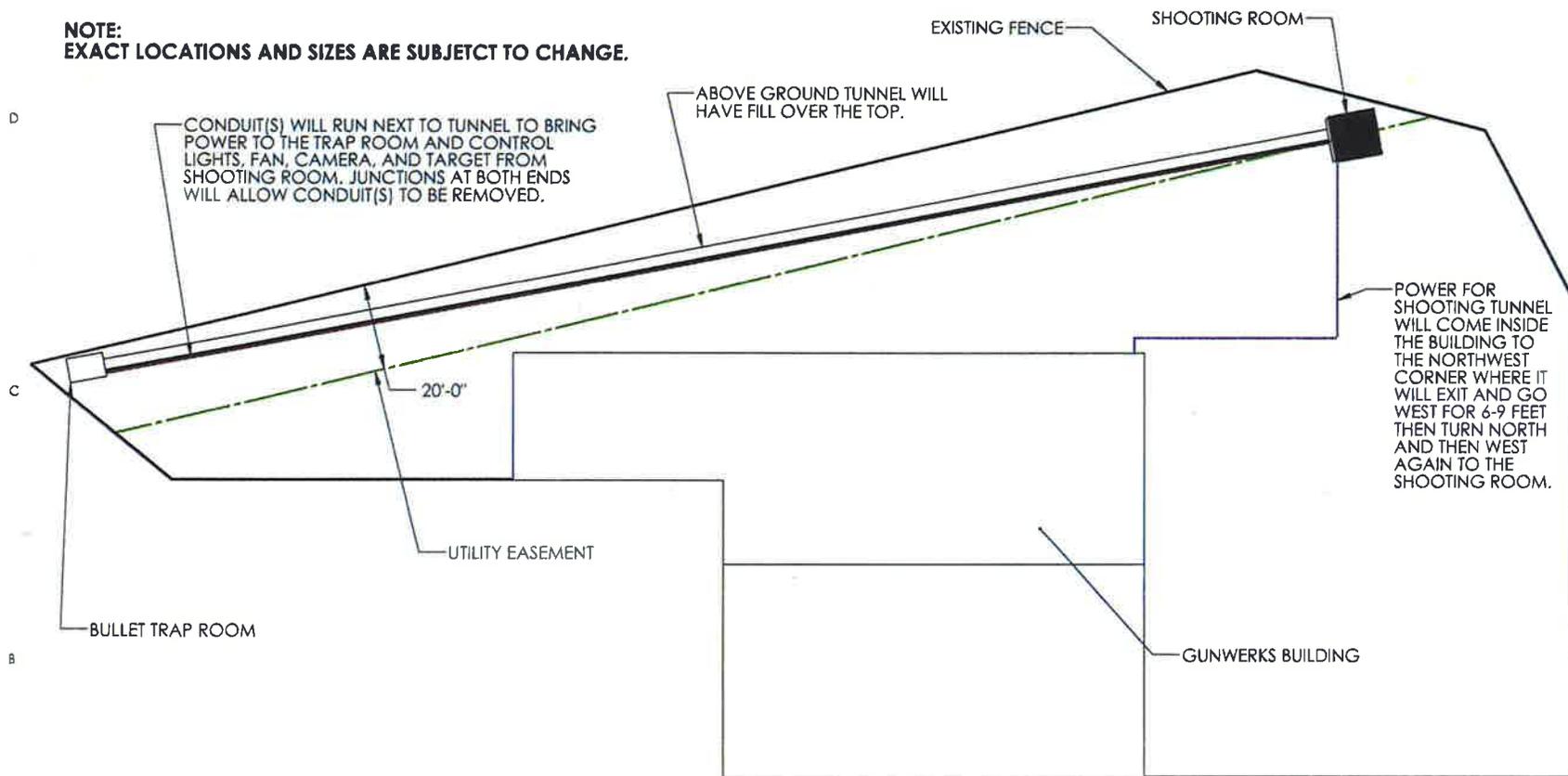
PROPRIETARY AND CONFIDENTIAL
THE INFORMATION CONTAINED IN THIS
DRAWING IS THE SOLE PROPERTY OF
GUNWERKS, LLC. ANY REPRODUCTION
IN PART OR AS A WHOLE WITHOUT THE
WRITTEN PERMISSION OF GUNWERKS,
LLC IS PROHIBITED.

NEXT ASSY USED ON

APPLICATION

DO NOT SCALE DRAWING

**NOTE:
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JA 5/11/16

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TITLE:
SHOOTING TUNNEL ROUGH LAYOUT

SIZE DWG. NO.
B

REV
D

SHEET 3 OF 4



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NEXT ASSY USED ON
APPLICATION

MATERIAL
FINISH

DO NOT SCALE DRAWING

8 7 6 5 4 3 2 1

NOTES:

1. MATERIALS FOR BULLET TRAP ROOM WILL BE CONCRETE.
2. LID FOR BULLET TRAP ROOM WILL BE CONCRETE WITH AR500 STEEL ACCESS HATCH FOR MAINTENANCE.
3. BULLET TRAP CHAMBER WILL HAVE POWER FOR LIGHTING, EXHAUST FAN, AND CAMERA. THESE WILL BE CONTROLLED FROM THE SHOOTING ROOM.
4. SHOOTING ROOM BELOW GROUND WILL BE CONCRETE. ABOVE GROUND WILL BE FRAMED WITH METAL SIDING AND ROOF. INTERIOR WILL HAVE SOUND PROOFING TO MEET CITY CODE FOR ALLOWABLE DECIBEL LEVELS.
5. EXHAUST FAN WILL DRAW AIR FROM THE SHOOTING ROOM TO THE TRAP ROOM AT A VELOCITY OF ROUGHLY 4-6MPH IN THE PIPE.
6. CONCRETE TUNNEL WILL HAVE 24" ID WITH 3" WALL THICKNESS. 4'-8" LENGTHS.

D

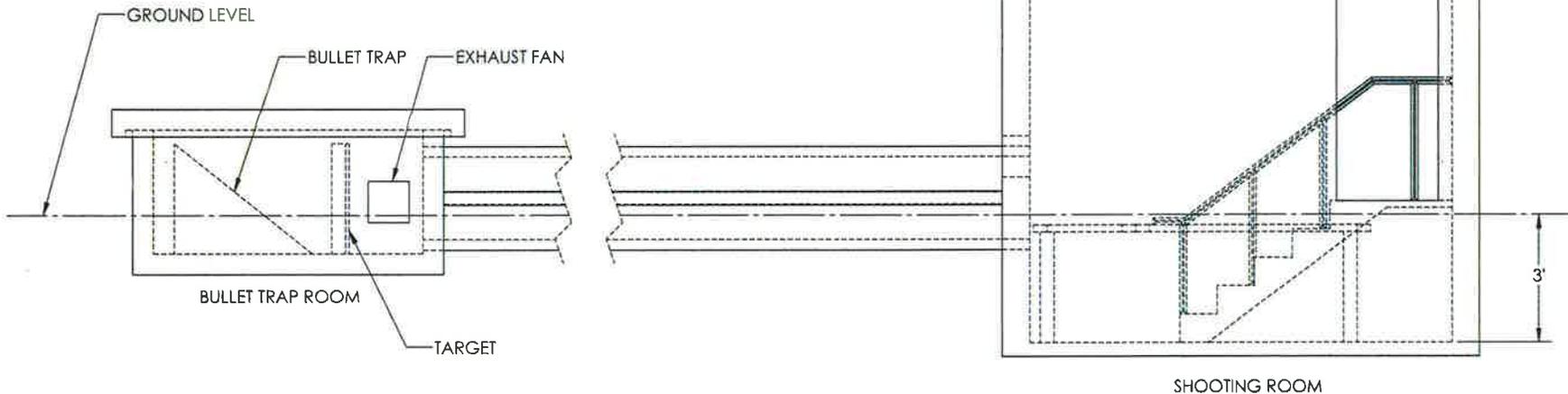
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PROPRIETARY AND CONFIDENTIAL
 THE INFORMATION CONTAINED IN THIS DRAWING IS THE SOLE PROPERTY OF GUNWERKS, LLC. ANY REPRODUCTION IN PART OR AS A WHOLE WITHOUT THE WRITTEN PERMISSION OF GUNWERKS, LLC IS PROHIBITED.

NEXT ASSY USED ON APPLICATION

UNLESS OTHERWISE SPECIFIED:
 DIMENSIONS ARE IN FEET & INCHES
 EXACT LOCATIONS AND SIZES ARE SUBJECT TO CHANGE
 MATERIAL FINISH DO NOT SCALE DRAWING

NAME DATE
 JA

GUNWERKS, LLC

TITLE:
SHOOTING TUNNEL ROUGH LAYOUT

SIZE DWG. NO.
B
 SCALE: 1:2000 EIGHT;

REV **D**
 SHEET 4 OF 4

**CITY OF CODY
PLANNING, ZONING AND ADJUSTMENT BOARD
STAFF REPORT**

MEETING DATE:	JUNE 14, 2016	TYPE OF ACTION NEEDED	
AGENDA ITEM:		P&Z BOARD APPROVAL:	X
SUBJECT:	ACCESSORY DWELLING UNIT IN AA ZONE: KELLY FOWLER, 1031 BLEISTEIN AVE. ADU 2016-01	RECOMMENDATION TO COUNCIL:	
PREPARED BY:	TODD STOWELL, CITY PLANNER	DISCUSSION ONLY:	

PROJECT DESCRIPTION:

Kelly and Heather Fowler have submitted an application to construct/utilize an Accessory Dwelling Unit on their property at 1031 Bleistein Avenue. (The ADU address is 1031 and main house is 1025). The 13,504 square foot property is located on the north side of Bleistein Avenue, within the Residential AA zoning district.

The Accessory Dwelling Unit (ADU) is planned to be located within a proposed detached building consisting of a garage on the main floor and a living area above. The site plan, elevation drawings and floor plan are attached.

Existing Conditions:



REVIEW PROCEDURE:

Section 10-11-2 of the City code outlines the requirements for Accessory Dwelling Units (ADUs). Within the Residential AA zone, a special use permit is required, which involves notice to neighbors and a public hearing. The purpose of the review is to *"promote the highest level of compatibility possible between the ADU and any neighboring Residential AA lands, by identifying any potential negative impacts and determining if additional protections are needed to avoid or mitigate those impacts to an acceptable level."* The Board has authority to approve, deny, or approve with conditions the ADU application.

REVIEW CRITERIA:

The specific ADU requirements are listed as follows, along with staff comments relating to whether the plans indicate the requirement will be met.

A. An accessory dwelling unit, where permitted, may be located only in one of the following manners...above or within a residential garage or other building accessory to a detached single-family dwelling.

Comment: Met.

B. Development standards. Accessory Dwelling Units (ADUs) shall comply with the following development standards, in addition to those of the specific zoning district in which the property is located.

1. Lot Area, Dwelling Size, and Density. The minimum lot size required for an accessory dwelling unit (ADU) is 7,000 square feet...

Comment: Met. The lot size is 13,504 sq. ft.

2. Number. Only one accessory dwelling unit (ADU) per lot may be permitted and the ADU must be accessory to a detached single-family dwelling.

Comment: Met. (An ADU, circa 1935, was recently demolished on the property.)

3. Height and Setbacks... ADU structures that are taller than fifteen feet in building height shall conform to setback standards applicable to a primary residence.

Comment: Met. The applicable 15-foot rear and 5-foot side setbacks are provided.

4. Lot coverage. The footprint of a proposed building containing an ADU that is structurally detached from the primary residence may cover up to 20% of the lot.

Comment: Met. The structure covers about 4.5% of the lot.

5. Living Area. The total living area of an ADU may not exceed seventy-five percent of the living area of the primary dwelling, or 800 square feet, whichever is less...

Comment: Met. The ADU has about 600 square feet of living area, and is only about 25% of the living area of the primary dwelling.

6. Type of Construction. All ADUs are to be of conventional site-built construction and meet the requirements of the adopted building code for residential dwellings...

Comment: Met.

7. Bedrooms. An ADU may not contain more than two bedrooms/sleeping areas.

Comment: Met. It only has one bedroom.

8. Parking. An ADU must have a minimum of one off-street parking space, when located outside of the downtown parking district. The required parking space shall meet the standards of Chapter 10-16, Off Street Parking. Any required existing parking may not be displaced by the ADU, unless such parking is replaced elsewhere on the lot.

Comment: Met. The garage adds two spaces. No on site spaces previously existed.

9. Owner Occupancy. Within the Residential AA and A zoning districts, the owner of the property must utilize the primary dwelling unit or ADU as their primary residence—the dwellings shall not both be occupied unless this is the case.

Comment: Met. The owner lives in the main house.

10. Short term rental. An ADU may be utilized as a short term rental when located in a zoning district that permits short term rentals, provided applicable short term rental requirements are met.

Comment: The ADU cannot be authorized for short term rental (<30 days).

11. Utilities. Both the primary dwelling and the ADU must be connected to public sewer and public water, and be served with a functional fire hydrant meeting applicable requirements for distance to the dwellings. Both dwelling units are to be serviced from single water meter and a single electric meter.

Comment: Met.

12. Addressing...

Comment: The ADU will be assigned an individual address of 1031 Bleistein Avenue, which was the same address as the demolished unit.

OTHER:

Conditions may be imposed to address concerns related to compatibility of use, architecture, solar access, privacy, parking, and other impacts identified through the review process. Conditions may include but are not limited to modifying the location, orientation, and architecture of the proposed ADU; requiring screening (walls, fencing, vegetation); and requiring additional parking.

STAFF COMMENTS:

Of the fifteen neighbors that were notified by mail, four neighbors, including the closest to the ADU, have submitted comments of “No objection”. Two responses indicate objection to the request, primarily based on the potential for additional rental property in the neighborhood and impacts to view. All comments are attached. The map indicates the location of the responses, with green indicating support and pink indicating opposition.



The neighbor concern regarding rental properties in the neighborhood is effectively already addressed by the ordinance developed for Accessory Dwelling Units, and need not be revisited. The zoning ordinance requires the owner to live in one of the units (main house or ADU), and either unit, if rented, can only be rented for periods of 30 days or longer. The extents of the rental situation were previously set. That being said, in verbal conversation with the applicant he has indicated that he initially intends to use the ADU for friends and family when they visit. His primary purpose is to build a garage, and the construction of the ADU is secondary.

The neighbor concern about view impacts is somewhat depicted in the following photos. The first photo is from the NW corner of the proposed structure towards the concerned neighbor. The second photo is taken from the fence line in alignment with the view of the neighbor towards the mountains. The corner of the building would be to the left of the stump, where the existing house and trees already restrict the view. The proposed structure appears to be located such that the neighbor's main view of the mountains will not be affected. (The mountains are not visible in the photo, but it is expected that from the neighbor's second story that the top of Cedar mountain is visible to the right of the large tree.)



For further locational reference, the north end of the proposed structure would sit about five feet forward of the neighbor's ADU and the south end about fifteen feet in front of it.

None of the immediate neighbors have requested additional protection or buffering, such as vegetative screening or additional fencing.

ATTACHMENTS:

Application materials.

ALTERNATIVES:

Approve, deny, or approve with conditions.

RECOMMENDATION:

(Note: Comments from the public hearing also need to be considered.)

It is recommended that the Planning and Zoning Board approve the project as submitted.



NOTICE OF PUBLIC HEARING AND OPPORTUNITY TO COMMENT

Notice to Owners of Neighboring Properties:

Please return this letter by June 7, 2016 to:

Date: May 24, 2016

Cody Planning & Zoning
P.O. Box 2200
Cody, WY 82414

RE: **ACCESSORY DWELLING UNIT REQUEST**

THE CITY OF CODY HAS RECEIVED THE FOLLOWING REQUEST. YOUR COMMENTS WOULD BE APPRECIATED.

The City of Cody Planning and Zoning Board will hold a public hearing Tuesday, June 14, 2016, at 12:00 p.m. (noon) or as soon thereafter as practical, in the City Council Chambers located in City Hall at 1338 Rumsey Avenue, to consider a request from Kelly Fowler to construct an Accessory Dwelling Unit on their property at 1025 Bleistein Avenue, Cody, WY. The Accessory Dwelling Unit will be located in on the second floor of a new building/garage. Information regarding the Accessory Dwelling Unit review process and the current proposal is available by contacting the Community Development Department in City Hall, or calling (307) 527-7511. Everyone is welcome to comment on the proposal. If hearing assistance is needed, please call 527-7511, 24 hours in advance.

Response Letter from Owner of Neighboring Property:

(Responses may be submitted in any written format. The following form is provided for your convenience.)

Dear Planning and Zoning Board Members:

I am familiar with the proposal by Kelly Fowler to construct/utilize an Accessory Dwelling Unit on his/her property.

I have NO OBJECTION to the requested Accessory Dwelling Unit.

Name: FRANK AND JULIE Cocchia

Address: 1037 BLEISTEIN AVE. CODY WY 82414

Comments: IT'S GREAT ANY AND ALL IMPROVEMENTS

I OBJECT to the requested Accessory Dwelling Unit. I am familiar with the proposal by Kelly Fowler to construct/utilize an Accessory Dwelling Unit on his/her property.

I have NO OBJECTION to the requested Accessory Dwelling Unit.

Name: ERNE ZEMKE

Address: 1014 Canyon View Ave Cody WY

Comments: _____

I have NO OBJECTION to the requested Accessory Dwelling Unit.

Name: BARRY H KOLBERT

Address: 1043 BLEISTEIN AVE CODY, WY 82414

Comments: "OK WITH ME"

I am familiar with the proposal by Kelly Fowler to construct/utilize an Accessory Dwelling Unit on his/her property.

I have NO OBJECTION to the requested Accessory Dwelling Unit.

Name: Colana A. Nielson - Mtn. Holding

Address: 1925 Big Horn Ave

Comments: R. + look to future

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Response Letter from Owner of Neighboring Property:

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Dear Planning and Zoning Board Members:

I am familiar with the proposal by Kelly Fowler to construct/utilize an Accessory Dwelling Unit on his/her property.

I have NO OBJECTION to the requested Accessory Dwelling Unit.

Name: _____

Address: _____

Comments: _____

I OBJECT to the requested Accessory Dwelling Unit:

Name: JERRY, BETTE, HEATHER KINKADE

Address: 801-110

Specific Reason(s) for Objection: IF A TWO STORY BUILDING IS CONSTRUCTED IT WILL BLOCK THE WESTERN VIEW OF OUR PROPERTY - A SINGLE STORY WOULD BE ACCEPTABLE IF IT IS NOT LOCATED ON THE FAR NORTH PORTION OF THE LOT - WE CHOSE OUR PROPERTY BECAUSE IT HAD A GREAT VIEW OF THE WEST 1/2 NORTH.

If you would like to receive a copy of the Planning and Zoning Board agenda materials for this request, please provide your email address: E-mail address: JKINK@VCN.COM

I OBJECT to the requested Accessory Dwelling Unit:

Name: Howard Siggins

Address: 1215 Sycamore St - Turlock, CA 95380 (and) 1007 Bleistein Ave.

Specific Reason(s) for Objection: My objection is a concern for additional rental property designated as such now or in the years ahead. Such additional building lowers the value and appeal of the gracious Bleistein area. There is also no alley which impacts the street parking issue.

If you would like to receive a copy of the Planning and Zoning Board agenda materials for this request, please provide your email address: E-mail address: _____

**CITY OF CODY
PLANNING, ZONING AND ADJUSTMENT BOARD
STAFF REPORT**

MEETING DATE:	JUNE 14, 2016	TYPE OF ACTION NEEDED	
AGENDA ITEM:		P&Z BOARD APPROVAL:	X
SUBJECT:	FARMER'S MARKET SIGNS AT BUFFALO BILL CENTER OF THE WEST. SGN 2016-18	RECOMMENDATION TO COUNCIL:	
PREPARED BY:	TODD STOWELL	DISCUSSION ONLY:	

PROJECT DESCRIPTION:

The Farmer's Market is moving to the gravel overflow parking lot of the Buffalo Bill Center of the West. The area is next to Allen Avenue on the south side of the property. They are requesting to install two 3' by 8' banners on the metal fence of the museum as depicted in the photo. The banners would be in place during the full season (June until end of October). In addition, on market days (Thursdays), they plan to place an A-frame sign near 8th Street and Allen Avenue intersection (behind the sidewalk) and install two feather flags (sail flags) along 8th Street on the museum property.



REVIEW CRITERIA:

Pursuant to the signage charts in Section 10-15-9, all signage at Churches, Museums, and Libraries "must be approved through planning and zoning board." No specific number, size, or location requirements are noted.

STAFF COMMENTS:

The signs meet the number, size and location requirements that typically apply to temporary signs in commercial zones. The length of time will exceed the typical 120 day limitation for temporary signs by a few weeks, but such limitation is not clearly applicable to the museum property.

ALTERNATIVES:

Approve or deny all or some of the farmer's market signs on the Buffalo Bill Center of the West property.