

**City of Cody**  
**Planning, Zoning and Adjustment**  
**Board Tuesday, September 13, 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, September 13, 2016 at 12:00 PM

Present: Justin Ness, Chairman; Buzzy Hassrick; Heidi Rasmussen; Richard Jones; Reese Graham, Sandra Kitchen, Deputy City Attorney; Steve Miller, Council Liaison; Todd Stowell, City Planner; Bernie Butler, Administrative Assistant.

Absent: Brad Payne, Curt Dansie

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

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

Heidi Rasmussen made a motion, seconded by Buzzy Hassrick, to approve the minutes from the August 23, 2016 meeting. Vote on the motion was unanimous, motion carried.

**NEW BUSINESS:**

Todd Stowell presented a minor commercial review for the Exxon Rodeo West exterior remodel, located at 130 Yellowstone Ave.

Richard Jones made a motion, seconded by Reese Graham, to approve the Exxon Rodeo West exterior remodel, at 130 Yellowstone Avenue, with the condition that the west yard light fixture be updated with a cut-off style fixture that provides adequate, but not excessive illumination.

Vote on the motion was unanimous, motion carried.

Todd Stowell presented a minor commercial review for the ATM at Valley Federal Credit Union, located at 1902 Cougar Avenue.

Buzzy Hassrick made a motion, seconded by Richard Jones, to approve the ATM at Valley Federal Credit Union, located at 1902 Cougar Avenue with the light next to the building.

Vote on the motion was unanimous, motion carried.

Todd Stowell presented a Plat Amendment: Amended Plat of Lots 20-28, 31, 32 and 49 DeMaris Subdivision, including vacation of portion of DeMaris Street and North Frontage Road. (Located next to Stampede Grounds, 421 W. Yellowstone Avenue).

Richard Jones made a motion, seconded by Buzzy Hassrick, to recommend to the City Council to approve the plat amendment and vacation of right-of-way, subject to the following conditions:

- 1) Add to the plat drawing a non-motorized trail easement over the vacated North Frontage Road area, along with a note explaining such—see example in staff report. (If information is provided that justifies less than the full width, identify the width that is decided upon.)
- 2) Reserve the west 50 feet of the vacated North Frontage Road as an access easement for the benefit of Lots 29 and 30 of the DeMaris subdivision.
- 3) Add a note about the utility situation, such as noted in the staff report.
- 4) Add a note to prohibit the future placement of billboards and other forms of off-premise advertising within the vacated North Frontage Road right-of-way.

Vote on the motion was unanimous, motion carried.

Todd Stowell presented an architectural and landscape plan review for a fuel storage building at the Riverside Cemetery, located at 125 Cooper Lane West.

Reese Graham made a motion, seconded by Buzzy Hassrick, to approve the architectural and landscape plan for a fuel storage building at the Riverside Cemetery, located at 125 Cooper Lane West, with the following recommendations:

1. That the shed location be shifted if needed to be off of the city utility easement. Verification that the shed is outside of the utility easement must be provided at time of construction.
2. That the project otherwise complies with the submitted application and applicable building, fire, and electrical codes.

Vote on the motion was unanimous, motion carried.

Todd Stowell presented a Downtown sign plan for Dee's Alterations, located at 961 12<sup>th</sup> Street.

Reese Graham made a motion, seconded by Heidi Rasmussen, to approve the sign for Dee's Alterations, located at 961 12<sup>th</sup> Street.

Vote on the motion was unanimous, motion carried.

P & Z Board Matters – none

Council Updates – Steve Miller - none

Staff Items – Todd Stowell - none

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

There being no further business to come before the board, Chairman Justin Ness adjourned the meeting at 12:32 PM.

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Bernie Butler, Accounting Clerk