

City of Cody
Planning, Zoning and Adjustment Board
Tuesday, March 13, 2012

A regular meeting of the Cody Planning, Zoning and Adjustment Board was held in Council Chambers of City Hall in Cody, Wyoming on Tuesday, March 13, 2012 at 12:00 PM

Present: Rick Brasher, Vice Chairperson; Jacob Ivanoff; Justin Lundvall; Kim Borer, Chairperson; Bud McDonald; Mark Musser; Bob Senitte; Steve Miller, Council Liaison; Sandra Kitchen, Deputy City Attorney; Todd Stowell, City Planner; Nancy Tia Brown, Mayor; Jennifer Rosencranse, City Administrator; Jolene Osborne, Engineering Administrative Assistant;

Absent:

Chairperson Kim Borer called the meeting to order at 12:01 PM, followed by the pledge of allegiance.

Bud McDonald made a motion seconded by Rick Brasher to approve the Agenda. Vote was unanimous.

Bud McDonald made a motion seconded by Justin Lundvall to approve the minutes of the February 28, 2012 regular meeting. Vote on the motion was unanimous, motion carried.

Ed Higbie, Jr. spoke regarding his plan to construct a retail building at 2625 Sheridan Ave. He stressed the additions to the drainage and landscape plans since his previous application.

Todd Stowell presented the staff report explaining that as part of the plan review, the board is also specifically reviewing the electronic message board. He reviewed parking, landscape and drainage additions that have been modified since the applicant's last submittal. The current site plan application does not include a liquor store.

Bud McDonald made a motion seconded by Jacob Ivanoff to approve the site plan review application submitted by Ed Higbie, Jr. for property located at 2625 Sheridan Avenue with the following conditions:

1. The installation of the storm water system will need to be inspected and certified by the engineer, in writing, that it was built as designed.
2. The sign must be constructed and maintained in compliance with the requirements for electronic message boards, as found in 10-15-3(B)(10) of the City Code. Compliance with the maximum brightness and automatic dimming standards will need to be demonstrated prior to occupancy of the building and use of the sign.
3. The interior layout and use of the building may be limited by the amount of parking provided, which will be reviewed at the time of building permit application. If parking beyond that provided is required for a use, Planning and Zoning Board review would be required.
4. The project must otherwise comply with the submitted site plan and applicable building, fire, and electrical codes. A building permit application is required.

Vote on the motion was unanimous, motion carried.

Todd Stowell spoke regarding the sign plan application for 1402 8th Street for Sierra Trading Post. He presented the staff report and explained that the proposed message board meets the requirements as described in 10-15 of the City Code.

Mark Musser made a motion seconded by Rick Brasher to approve the sign application submitted by Epcon Signs for Sierra Trading Post located at 1402 8th Street with the following conditions:

1. The sign must be constructed and maintained in compliance with the requirements for electronic message boards, as found in 10-15-3(B)(10) of the City Code. Compliance with the maximum brightness and automatic dimming standards will need to be demonstrated prior to operational use of the sign.
2. The sign shall not overhang the state right-of-way, unless a permit to do so is first obtained from WYDOT. Verification of the exact location of the property line will be needed, which may require a survey.
3. The project must otherwise comply with the submitted site plan and applicable building, fire, and electrical codes. A building permit application is required.

Vote on the motion was unanimous, motion carried.

Roy Holm spoke regarding his plan to construct a hay barn at 3713 Sheridan Avenue and provided the board with the background of the project.

Jacob Ivanoff made a motion seconded by Justin Lundvall to request the applicant proceed with the special exemption process with the board reviewing the site plan at that time. Vote on the motion was unanimous, motion carried.

Todd Stowell presented a proposal to amend the zoning code to clarify when duplexes and multi-family development can be allowed in the Residential A zone. He stated that the City of Cody Development Manual clarifies the intent of the Municipal Code. Steve Miller suggested the council review all proposals addressing the duplexes, multi-family and nonconforming use issues at one time. After discussion, this topic would be packaged with the preschool/daycare proposal, while the sign and nonconforming amendments would be done in a later group.

Rick Brasher made a motion seconded by Bud McDonald to recommend to council the proposed ordinance change amending the zoning code in regard to duplexes and multi-family development in the Residential A Zone. Kim Borer opposed the motion. Rick Brasher, Jacob Ivanoff, Justin Lundvall, Bud McDonald, Mark Musser and Bob Senitte approved the motion. Motion carried.

Todd Stowell requested the board consider adding preschools and daycare facilities in churches and schools as permitted uses in the Residential A zone.

Rick Brasher made a motion seconded by Bud McDonald to recommend to council the proposed ordinance change to consider adding preschools and daycare facilities in churches and schools as permitted uses in residential zones. Bob Senitte abstained from the vote. Rick Brasher, Jacob Ivanoff, Justin Lundvall, Kim Borer, Bud McDonald and Mark Musser approved. Motion carried.

Todd Stowell presented a proposal to amend the sign tables to remove conflicts and confusion.

Bud McDonald made a motion seconded by Rick Brasher to table the proposed sign code changes. Vote on the motion was unanimous, motion carried.

Kim Borer presented the information from the streetscape committee meeting. The architecture team was in Cody a few weeks ago to discuss the wayfinding and signage. The last opportunity for public input will be April 2, 2012. The board and the public are invited to participate.

Council Update: None.

Meeting adjourned at 1:03 PM.

Jolene Y. Osborne
Engineering Administrative Assistant