

CITY OF CODY
PLANNING, ZONING AND ADJUSTMENT BOARD
TUESDAY, MAY 10, 2011
CITY HALL COUNCIL CHAMBERS @ 12:00 NOON

AGENDA

- ❑ Call to Order by Chairperson Greg Gaspers
- ❑ Roll Call, excused members
- ❑ Approval of Minutes for the April 26, 2011 - Regular Meeting

PUBLIC HEARING

- A public hearing to determine if it is in the public interest to grant a special exemption to Walter and Dorothy Hessinger for property located at 3007 East Carter Avenue. The request is from the City of Cody on behalf of Walter and Dorothy Hessinger for a special exemption from the setback requirements for an existing garage. The garage is located eight (8) feet within the corner lot/side street setbacks and was incorrectly permitted by the City to be constructed in violation of the setbacks. The City requests that the special exemption run with the property unless there is a catastrophic event to the building. If a catastrophic event occurs and the building is destroyed beyond repair, then the building would have to be built to conform to current zoning ordinances. The applicant has sent eleven (11) certified letters to all adjacent property owners within 140' and properly advertised this public hearing per legal notice in the Cody Enterprise. Of the eleven (11) neighbors, one (1) neighbor had objections, nine (9) neighbors had no objections and the remaining neighbor did not respond.

PRESENTATION OF COMMUNICATIONS:

- A. A special exemption application has been submitted by the City of Cody on behalf of Walter and Dorothy Hessinger for property located at 3007 East Carter Avenue. The applicant requests an exemption from the setback requirements for the existing garage.

Applicant/Spokesperson: Cole Bormuth

Staff Reference: Steve Payne - Public Works Director

Staff Comment: *In preparing to sell the property, the applicant discovered that the existing garage does not meet the setback requirements. The garage is located eight (8) feet within the corner lot/side street setbacks and was incorrectly permitted by the City to be constructed in violation of the setbacks. The Cody City Code allows for special exemptions to address setbacks and yard requirements. If the board is inclined to grant approval of the special exemption, the board must find and state in the motion the following:*

- a. The special exemption will not produce an undesirable change in the character of the neighborhood or a detriment to nearby properties;*
- b. The special exemption is designed to be compatible with adjacent land uses and the area or neighborhood;*
- c. The special exemption is the minimum deviation from the specifications of the zoning ordinance necessary and adequate for the proposed activity, structure or use;*
- d. The benefit sought by the applicant cannot be achieved by some other method, feasible for the applicant to pursue other than a special exemption;*
- e. Adequate services and infrastructure are or will be available to serve the proposed activity, structure or use; and*
- f. The special exemption is consistent with the goals, policies and future land use map of the master plan.*

ACTION/MOTION: Approval, Approval with conditions, or Denial of the special exemption from the setback requirements for Walter and Dorothy Hessinger for property located at 3007 East Carter Avenue.

Staff recommends the following motion for approval of the special exemption as presented, for Walter and Dorothy Hessinger for property located at 3007 East Carter Avenue:

As the board finds the following requirements of Section 10-14-2-C.2:

- 1. The special exemption will not produce an undesirable change in the neighborhood;***
- 2. The setback exemption will be compatible with adjacent land uses and the neighborhood as the neighborhood is residentially oriented;***
- 3. An exemption from the setback requirements is the minimum deviation from the specifications of the zoning ordinance necessary and adequate for the building;***
- 4. It would be unfeasible for the applicant to move the building;***
- 5. There are adequate services and infrastructure available to serve the building; and***
- 6. The exemption from the setback requirements has no impact on the goals, policies and future land use map of the master plan;***

Motion for approval of the special exemption from the setback requirements for Walter and Dorothy Hessinger for property located at 3007 East Carter Avenue with the following conditions:

- 1. The Special Exemption will run with the property.***
- 2. The Special Exemption Permit must be executed and recorded with the Park County Clerk and recorded within 10 days of approval.***

B. Board Matters

C. Council Update: Steve Miller

D. Approved Sign Applications

1. Western Realty -1137 Rumsey Avenue
2. Absaroka Bay Campground -2001 Highway 14/16/20

E. Staff Update

CITY OF CODY
PLANNING, ZONING AND ADJUSTMENT BOARD

Minutes of the Regular Meeting Held April 26, 2011 at 12:00 PM

CALL TO ORDER: Chairperson Greg Gaspers called the meeting to order at 12:02 PM.

ROLL CALL

PRESENT: Jacob Ivanoff; Kim Borer, Vice Chairperson; Rick Brasher; Bud McDonald; Justin Lundvall; Greg Gaspers, Chairperson; Bill Nielson, Steve Miller, Council Liaison; Steve Payne, Public Works Director; Sandee Kitchen, Deputy City Attorney; Jolene Osborne, Engineering Administrative Assistant;

EXCUSED ABSENCE: None

ABSENT: None

Justin Lundvall made a motion seconded by Bill Nielson to approve the minutes of the April 12, 2011 regular session meeting with the addition that the vote on the special exemption for 2026 12th Street be recorded as unanimous, motion carried.

Vote on the motion was unanimous, motion carried.

Chairperson Greg Gaspers opened a public hearing at 12:03 p.m. to determine if it is in the public interest to grant a variance to the Buffalo Bill Memorial Association for property located at 720 Sheridan Avenue. The applicants request a variance of the screened buffer requirement associated with commercial property abutting residential property.

Steve Payne spoke to the zone change and the applicant's notification of the neighbors. There were no neighborhood objections.

Mr. Bruce Eldredge, Executive Director of the Buffalo Bill Memorial Association, explained their application and plan to extend the berm and plant with natural grasses. He stated that the neighbors have also requested that no commercial access be allowed along the south and west sides of the property and they have agreed to comply.

Upon calling for additional comments three times and there being none, Chairperson Greg Gaspers closed the public hearing at 12:10 p.m.

PRESENTATION OF COMMUNICATIONS:

- A. Bill Nielson made a motion seconded by Jacob Ivanoff to approve the variance of the screened buffer requirement as presented by the Buffalo Bill Memorial Association for property located at 720 Sheridan Avenue as the board finds the following requirements of Section 10-4-3-C.3:
1. As there are special circumstances or conditions applying to the land for which the adjustment is sought. There is an earthen berm separating the commercial use from the residential use and the property that is residentially zoned and the property that is commercially zoned is owned by the applicant.

2. Strict application of the provisions of this zoning title would deprive the applicant of the reasonable use of their land, and that the adjustment as granted by the commission is the minimum adjustment that will accomplish this purpose; and
3. The adjustment will be in harmony with the general purposes and intent of this title, and will not be injurious to the neighborhood or otherwise detrimental to the public welfare based in part on the fact that there were no objections to the proposal from the notified adjacent neighbors.

With the following conditions:

1. No commercial entrance to the D2 General Business Zone will be placed/created/constructed in the remaining "A" Residential portion of the property along the south and west sides of the property and that a survey of the property be completed and filed at the Courthouse that clearly delineates the non commercial access line on the map.
2. That the Council approves all three readings of the Ordinance approving of the zone change for the property.
3. The applicant provides payment of the cost of publication and recording fees.

Vote on the motion was unanimous, motion carried.

- B. Bud McDonald made a motion seconded by Kim Borer to approve the commercial site application submitted by Victor Riley, dba Riley's Bakery, for property located at 205 Trail Avenue with the following conditions:
1. The applicant will submit a complete set of construction plans to the building department for their review and approval.
 2. The applicant will pay all assigned building permit fees.

Vote on the motion was unanimous, motion carried.

- C. Kim Borer made a motion seconded by Bill Nielson to approve of the commercial site application submitted by Pioneer Builders for the China Town Restaurant for property located 937 Sheridan Avenue with the following conditions:
1. The applicant will submit to the City approval from WYDOT for the sign modifications as the sign appears to overhang over the State right-of-way and/or change the sign and reverse the direction of the sign or move the post north so that it conforms to the city sign code.
 2. The applicant will submit a complete set of construction plans to the building department for their review and approval.
 3. The applicant will pay all assigned building permit fees.

Vote on the motion was unanimous, motion carried.

- D. Bud McDonald made a motion seconded by Kim Borer to approve of the commercial site application submitted by the Buffalo Bill Historical Center for property located at 720 Sheridan Avenue with the following conditions:
1. The applicant will submit a complete set of construction plans to the building department for their review and approval.
 2. The applicant will pay all assigned building permit fees.

Vote on the motion was unanimous, motion carried.

- E. Kim Borer made a motion seconded by Jacob Ivanoff to approve of the commercial site application submitted by Wayne and Carol Gianotti for property located at 1349 Sheridan Avenue with the following conditions:
1. The applicant will submit to the City approvals from WYDOT for the proposed balcony encroachment over the right-of-way.
 2. The applicant will submit a complete set of construction plans to the building department for their review and approval.
 3. The applicant will pay all applicable building permit fees.

Vote on the motion was unanimous, motion carried.

- F. Bill Nielson made a motion seconded by Justin Lundvall to approve of the commercial site application submitted by Michael Berghofer for property located at 1501 Depot Drive with the following conditions:
1. The applicant will submit a complete set of construction plans to the building department for their review and approval.
 2. The applicant will pay all applicable building permit fees.
 3. The applicant will obtain approval from the electrical department for building plans.

Greg Gaspers recused himself. Vote on the motion was unanimous, motion carried.

- G. Justin Lundvall made a motion seconded by Bud McDonald to approve of the commercial site application submitted by Yellowstone Behavioral Health Center, for property located at 2538 Big Horn Ave with the following conditions:
1. The applicant will pay all applicable building permit fees.

Vote on the motion was unanimous, motion carried.

H. Board Matters: None

I. Council Update: None

J. Staff Update

1. Change to Zapata's Deck – The Deck will now have an ADA ramp that extends from the East side of the deck to the Sidewalk along Sheridan Ave.

The meeting was adjourned at 1:03 PM.

Respectfully submitted,

Jolene Y. Osborne
Engineering Administrative Assistant



**PLANNING, ZONING AND ADJUSTMENT BOARD
APPLICATION FOR SPECIAL EXEMPTION PERMIT**

Owner or Applicant's Name: Walter & Dorothy Hessinger

Mailing Address: 3007 East Carter Avenue City: Cody State: Wyoming Zip: 82414

Phone: (307) 587-6385 Cell: _____ Fax: _____ Email: _____

Project Address: 3007 East Carter Avenue Zone: F-2 Mobile Home

Legal Description/Assessor Parcel Number(s): The East portion of Lot 5, Block 2 of McMillin Subdivision (Lot 5-B)

Description of Proposal: The City of Cody, on behalf of Walter & Dorothy Hessinger, is requesting a special exemption of the setback requirements for an existing garage. The garage is located eight feet (8') within the corner lot/side street setbacks and was incorrectly permitted by the City to be constructed in violation of the setbacks. The City requests that the special exemption run with the property unless there is a catastrophic event to the building. If an event does take place and the building is destroyed beyond repair, then the building would have to be built to conform to current Zoning Ordinances.

Representative attending Planning and Zoning Board meeting: Cole Bormuth

The Planning, Zoning and Adjustment Board meet the 2nd and 4th Tuesdays at 12:00 p.m., at the City Hall Council Chambers.

Please see submittal Date and Fee schedule on page 2 of this document.

Optional Pre-application Conference with the Planning and Zoning Board: The pre-application conference is optional and is scheduled at the applicant's request. The conference allows the applicant to obtain information regarding the special exception process and to identify likely concerns regarding the proposal. No application fee is required and the Planning and Zoning Board takes no formal action concerning the proposal.

Application Procedures: Please submit all materials listed.

- LETTER TO BOARD: A letter to the Planning and Zoning Board requesting a special exemption permit. Describe your proposal in detail and explain why you are requesting a special exemption.
- PLOT PLAN: A map showing the major details of the proposal such as location of buildings and structures, parking areas, means of vehicular access, signs, landscaping, fencing, screening, easements, utilities and pedestrian areas.
- NEIGHBORING PROPERTIES MAP: A second map showing parcel requested for special exemption permit and surrounding properties within 140' (excluding streets & rights of way). *The planning department can provide this map for a fee of \$6.00. Any additional copies made for your project by city staff will be charged at a rate of \$1.00 for the first copy and \$0.50 for each additional copy.*
- NOTICE TO NEIGHBORING PROPERTIES: Using the attached template, submit letters notifying adjacent property owners within 140' of the special exemption request. Include the desired public hearing date. You will need to use the neighboring properties map from above to research the owners of the lots within 140' of your property at the county courthouse and determine who is to be notified. **Letter must be approved by planning department before sending to adjacent property owners.**
- PROOF OF NOTIFICATION: Along with the copies of notification letters sent via certified mail to all property owners within 140' of subject property, submit the post office certified mail receipts.
- LEGAL NOTICE: Submit legal notice of public hearing to local newspaper 10 days prior to public hearing date using the attached template and provide proof of publication. **Legal notice must be approved by planning department before submitting to newspaper.**
- PROOF OF OWNERSHIP: Provide a current title commitment for subject property (not older than 6 months) or a copy of the property deed showing applicant as owner.
- APPLICATION FEE: Provide application fee upon submittal to City of Cody. Applicants are encouraged to arrange a pre-submittal meeting with the planning department to ensure a complete submittal. Re-submittal of any application will result in additional fees.
- Recording Special Exemption: If the Planning and Zoning Board approves your special exemption, you will be responsible for recording the exemption at the Park County Clerk's Office within 10 days of approval. An official Filing of Record form is attached to this application and must be signed by the Planning and Zoning Board Chairperson.

Submit a total of twelve (12) copies of the application, plans, and any other information, folded into 8.5"x11"
Submit a digital file containing PDFs of each document submitted

LEGAL NOTICE

Publish Date: April 27, 2011

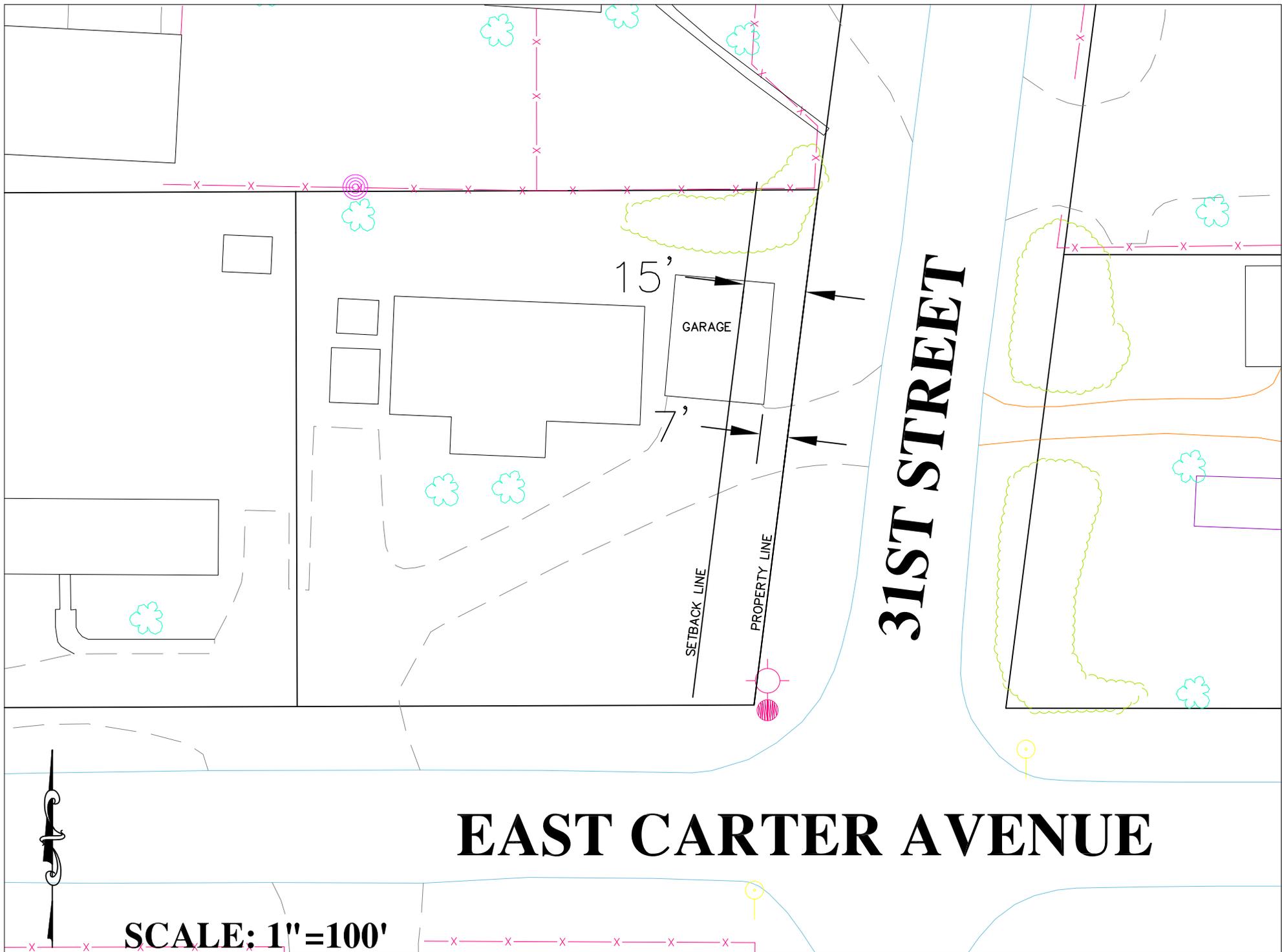
Legal Advertisement

PUBLIC HEARING **SPECIAL EXEMPTION PERMIT REQUEST**

The City of Cody will hold a public hearing May 10, 2011 at 12:00 (noon) p.m. or as soon thereafter as practical at 1338 Rumsey Avenue, in Cody City Council Chambers to consider a request from the City of Cody, on behalf of Walter & Dorothy Hessinger, is requesting a special exemption of the setback requirements for an existing garage. The garage is located eight feet (8') within the corner lot/side street setbacks and was incorrectly permitted by the City to be constructed in violation of the setbacks. The City requests that the special exemption run with the property unless there is a catastrophic event to the building. If a catastrophic event occurs and the building is destroyed beyond repair, then the building would have to be built to conform to current Zoning Ordinances.

The project is located at 3007 East Carter Avenue, McMillin Subdivision, and the east portion of Lot 5, Block 2 (Lot 5-B) within an F-2 (Mobile Home) zone. Information regarding the requested Special Exemption Permit is available at the Planning Department in City Hall or by calling 307-572-7511.

Written comments shall be directed to the Planning Department, P.O. Box 2200, Cody, WY 82414 and shall be received prior to the date and time of the public hearing. Everyone is welcome to comment. If hearing assistance is needed, please call 24 hours in advance: 527-7511.

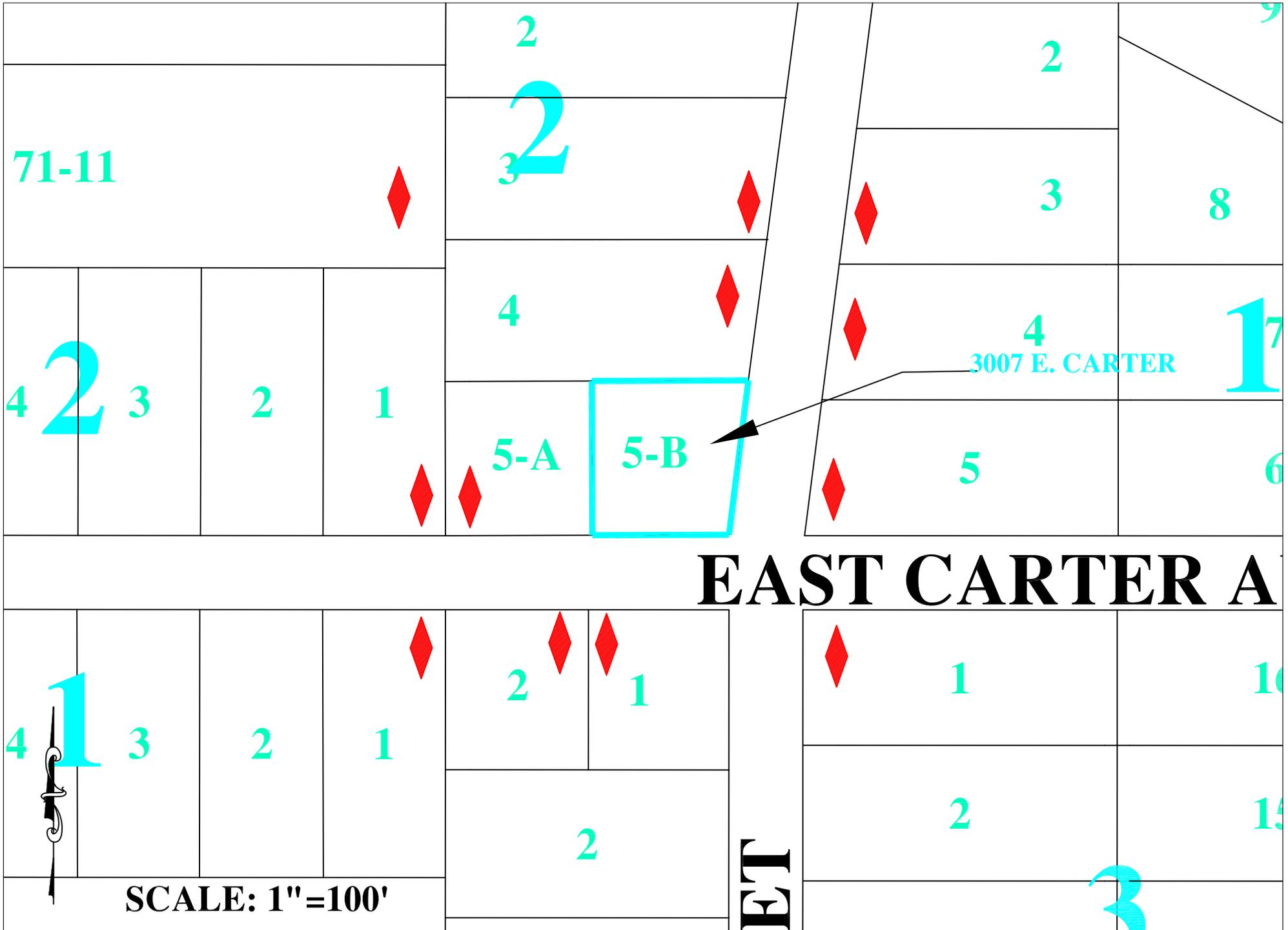


EAST CARTER AVENUE

SCALE: 1" = 100'

WALTER & DOROTHY HESSINGER-SITE MAP

WALT & DOROTHY HESSINGER-NEIGHBOR NOTIFICATION MAP



Letter to Neighboring Properties within 140 Feet

Please return this letter by: May 3rd, 2011

(Date must be 1 week prior to the P&Z scheduled meeting.)

Date: April 8, 2011

RE: **SPECIAL EXEMPTION PERMIT REQUEST**

Applicant Name(s): Walter & Dorothy Hessinger

Address/Location & Legal Description: 3007 East Carter Avenue, McMillin Subdivision, The east portion of Lot 5, Block 2 (Lot 5-B)

Description of Request: The City of Cody, on behalf of Walter & Dorothy Hessinger, is requesting a special exemption of the setback requirements for an existing garage. The garage is located eight feet (8') within the corner lot/side street setbacks and was incorrectly permitted by the City to be constructed in violation of the setbacks. The City requests that the special exemption run with the property unless there is a catastrophic event to the building. If an event does take place and the building is destroyed beyond repair, then the building would have to be built to conform to current Zoning Ordinances.

This Request will be presented to the Planning & Zoning Board at their regularly scheduled meeting on Tuesday, May 10, 2011, at 12:00 p.m. at the City Hall Council Chambers, 1338 Rumsey Ave.

Letter from Neighboring Properties within 140 Feet

Dear Board Members:

I am familiar with the proposal by Walter & Dorothy Hessinger who is requesting a Special Exemption Permit for the above referenced property.

I am the legal owner of McMillin Subd. the west portion of Lot 5, Block 2 (Lot 5-A) 3001 East Carter Avenue.

Owner's Name: Lisa Senecal

I have **NO OBJECTION** to the Special Exemption Permit Request.

Name: _____

Address: _____

Comments: _____

Yes, I would like to be contacted when this topic comes before the P&Z Board.

E-mail address: _____ or Phone: _____

No, I would not like to be contacted when this topic comes before the P&Z Board.

I **OBJECT** to the Special Exemption Permit Request:

Name: _____

Address: _____

Comments: _____

Yes, I would like to be contacted when this topic comes before the P&Z Board.

E-mail address: _____ or Phone: _____

No, I would not like to be contacted when this topic comes before the P&Z Board.

Please return to:

City of Cody
Planning, Zoning and Adjustment Board
Attention: Planning Department
PO Box 2200
Cody, WY 82414

Letter to Neighboring Properties within 140 Feet

Please return this letter by: May 3rd, 2011

Date: April 8, 2011

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Letter from Neighboring Properties within 140 Feet

Dear Board Members:

I am familiar with the proposal by Walter & Dorothy Hessinger who is requesting a Special Exemption Permit for the above referenced property.

I am the legal owner of McMillin Subdivision Lot 1, Block 3, 3102 East Carter Avenue

Owner's Name: William & Sheilea Messick

I have NO OBJECTION to the Special Exemption Permit Request.

Name: _____

Address: _____

Comments: _____

Yes, I would like to be contacted when this topic comes before the P&Z Board.

E-mail address: _____ or Phone: _____

No, I would not like to be contacted when this topic comes before the P&Z Board.

~~NO OBJECTION~~ I have NO OBJECTION to the Special Exemption Permit Request:

Name: Bill Messick Sheila MESSICK

Address: 3102 E Carter

Comments: Called when he was going to put it up, Noone listened

Yes, I would like to be contacted when this topic comes before the P&Z Board. Imagine That

E-mail address: jtube @ Buesnan.net or Phone: 587-3321

No, I would not like to be contacted when this topic comes before the P&Z Board.

Please return to:

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Letter from Neighboring Properties within 140 Feet

Dear Board Members:

I am familiar with the proposal by Walter & Dorothy Hessinger who is requesting a Special Exemption Permit for the above referenced property.

I am the legal owner of Schoening Addition Lot 1 & Lot 2, 3010 East Carter Avenue

Owner's Name: Larry & Barbara Schoening

I have **NO OBJECTION** to the Special Exemption Permit Request.

Name: Larry W. Schoening & Barbara S. Schoening

Address: P.O. Box 1204 Cody, Wyo. 82414

Comments: why are you wasting my & your time on this, it was approved!

Yes, I would like to be contacted when this topic comes before the P&Z Board.

E-mail address: _____ or Phone: _____

No, I would not like to be contacted when this topic comes before the P&Z Board.

I **OBJECT** to the Special Exemption Permit Request:

Name: _____

Address: _____

Comments: _____

Yes, I would like to be contacted when this topic comes before the P&Z Board.

E-mail address: _____ or Phone: _____

No, I would not like to be contacted when this topic comes before the P&Z Board.

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Letter from Neighboring Properties within 140 Feet

Dear Board Members:

I am familiar with the proposal by Walter & Dorothy Hessinger who is requesting a Special Exemption Permit for the above referenced property.

I am the legal owner of McMillin Subdivision Lot 4, Block 1, 1402 31st Street

Owner's Name: Janet Tenwalde

I have NO OBJECTION to the Special Exemption Permit Request.

Name: JANET TENWALDE

Address: 1402 31st ST. CODY WY

Comments: no problem - their property is well kept always

Yes, I would like to be contacted when this topic comes before the P&Z Board.

E-mail address: _____ or Phone: _____

No, I would not like to be contacted when this topic comes before the P&Z Board.

I OBJECT to the Special Exemption Permit Request:

Name: _____

Address: _____

Comments: _____

Yes, I would like to be contacted when this topic comes before the P&Z Board.

E-mail address: _____ or Phone: _____

No, I would not like to be contacted when this topic comes before the P&Z Board.

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Letter from Neighboring Properties within 140 Feet

Dear Board Members:

I am familiar with the proposal by Walter & Dorothy Hessinger who is requesting a Special Exemption Permit for the above referenced property.

I am the legal owner of Mountain View Addition Lot1, Block 2, 2933 East Carter Avenue

Owner's Name: Sharon Wells

I have **NO OBJECTION** to the Special Exemption Permit Request.

Name: Sharon Wells

Address: 2933 East Carter Ave Cody, WY. 82414

Comments: _____

Yes, I would like to be contacted when this topic comes before the P&Z Board.

E-mail address: _____ or Phone: _____

No, I would not like to be contacted when this topic comes before the P&Z Board.

I **OBJECT** to the Special Exemption Permit Request:

Name: _____

Address: _____

Comments: _____

Yes, I would like to be contacted when this topic comes before the P&Z Board.

E-mail address: _____ or Phone: _____

No, I would not like to be contacted when this topic comes before the P&Z Board.

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Letter from Neighboring Properties within 140 Feet

Dear Board Members:

I am familiar with the proposal by Walter & Dorothy Hessinger who is requesting a Special Exemption Permit for the above referenced property.

I am the legal owner of McMillin Subdivision Lot 3, Block 3, 1320 31st Street

Owner's Name: David & Tammy Ellis

I have NO OBJECTION to the Special Exemption Permit Request.

Name: David & Tammy Ellis

Address: 1320 31st Street Cody WY

Comments: _____

Yes, I would like to be contacted when this topic comes before the P&Z Board.

E-mail address: _____ or Phone: _____

No, I would not like to be contacted when this topic comes before the P&Z Board.

I OBJECT to the Special Exemption Permit Request:

Name: _____

Address: _____

Comments: _____

Yes, I would like to be contacted when this topic comes before the P&Z Board.

E-mail address: _____ or Phone: _____

No, I would not like to be contacted when this topic comes before the P&Z Board.

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Dear Board Members:

I am familiar with the proposal by Walter & Dorothy Hessinger who is requesting a Special Exemption Permit for the above referenced property.

I am the legal owner of McMillin Subdivision Lot 4, Block 2, 1401 31st Street

Owner's Name: Lora Lee Becker

I have NO OBJECTION to the Special Exemption Permit Request.

Name: LORA LEE BECKER

Address: 1401 31st STREET, CODY

Comments: _____

Yes, I would like to be contacted when this topic comes before the P&Z Board.

E-mail address: _____ or Phone: _____

No, I would not like to be contacted when this topic comes before the P&Z Board.

I OBJECT to the Special Exemption Permit Request:

Name: _____

Address: _____

Comments: _____

Yes, I would like to be contacted when this topic comes before the P&Z Board.

E-mail address: _____ or Phone: _____

No, I would not like to be contacted when this topic comes before the P&Z Board.

Please return to:

City of Cody
Planning, Zoning and Adjustment Board
Attention: Planning Department
PO Box 2200
Cody, WY 82414

Letter to Neighboring Properties within 140 Feet

Please return this letter by: May 3rd, 2011

Date: April 8, 2011

RE: SPECIAL EXEMPTION PERMIT REQUEST

Applicant Name(s): Walter & Dorothy Hessinger

Address/Location & Legal Description: 3007 East Carter Avenue, McMillin Subdivision, The east portion of Lot 5, Block 2 (Lot 5-B)

Description of Request: The City of Cody, on behalf of Walter & Dorothy Hessinger, is requesting a special exemption of the setback requirements for an existing garage. The garage is located eight feet (8') within the corner lot/side street setbacks and was incorrectly permitted by the City to be constructed in violation of the setbacks. The City requests that the special exemption run with the property unless there is a catastrophic event to the building. If a catastrophic event occurs and the building is destroyed beyond repair, then the building would have to be built to conform to current Zoning Ordinances.

This Request will be presented to the Planning & Zoning Board at their regularly scheduled meeting on Tuesday, May 10, 2011, at 12:00 p.m. at the City Hall Council Chambers, 1338 Rumsey Ave.

Letter from Neighboring Properties within 140 Feet

Dear Board Members:

I am familiar with the proposal by Walter & Dorothy Hessinger who is requesting a Special Exemption Permit for the above referenced property.

I am the legal owner of McMillin Subdivision Lot 3, Block 2, 1319 31st Street

Owner's Name: Lonny & Jackie Owen

I have **NO OBJECTION** to the Special Exemption Permit Request.

Name: Lonny & Jackie Owen

Address: 1319 31st St.

Comments: _____

Yes, I would like to be contacted when this topic comes before the P&Z Board.

E-mail address: _____ or Phone: _____

No, I would not like to be contacted when this topic comes before the P&Z Board.

I **OBJECT** to the Special Exemption Permit Request:

Name: _____

Address: _____

Comments: _____

Yes, I would like to be contacted when this topic comes before the P&Z Board.

E-mail address: _____ or Phone: _____

No, I would not like to be contacted when this topic comes before the P&Z Board.

Please return to:

City of Cody
Planning, Zoning and Adjustment Board
Attention: Planning Department
PO Box 2200
Cody, WY 82414

Letter to Neighboring Properties within 140 Feet

Please return this letter by: May 3rd, 2011

Date: April 8, 2011

RE: SPECIAL EXEMPTION PERMIT REQUEST

Applicant Name(s): Walter & Dorothy Hessinger

Address/Location & Legal Description: 3007 East Carter Avenue, McMillin Subdivision, The east portion of Lot 5, Block 2 (Lot 5-B)

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This Request will be presented to the Planning & Zoning Board at their regularly scheduled meeting on Tuesday, May 10, 2011, at 12:00 p.m. at the City Hall Council Chambers, 1338 Rumsey Ave.

Letter from Neighboring Properties within 140 Feet

Dear Board Members:

I am familiar with the proposal by Walter & Dorothy Hessinger who is requesting a Special Exemption Permit for the above referenced property.

I am the legal owner of McMillin Subdivision Lot 5, Block 1, 3101 East Carter Avenue

Owner's Name: William & Patricia Walbert

I have NO OBJECTION to the Special Exemption Permit Request.

Name: Bill & Patty Walbert

Address: 3101 E CARTER

Comments: Let it Be

Yes, I would like to be contacted when this topic comes before the P&Z Board.

E-mail address: _____ or Phone: 581 8972

No, I would not like to be contacted when this topic comes before the P&Z Board.

I OBJECT to the Special Exemption Permit Request:

Name: _____

Address: _____

Comments: _____

Yes, I would like to be contacted when this topic comes before the P&Z Board.

E-mail address: _____ or Phone: _____

No, I would not like to be contacted when this topic comes before the P&Z Board.

Please return to:

City of Cody
Planning, Zoning and Adjustment Board
Attention: Planning Department
PO Box 2200
Cody, WY 82414

Letter to Neighboring Properties within 140 Feet

Please return this letter by: May 3rd, 2011

(Date must be 1 week prior to the P&Z scheduled meeting.)

Date: April 8, 2011

RE: SPECIAL EXEMPTION PERMIT REQUEST

Applicant Name(s): Walter & Dorothy Hessinger

Address/Location & Legal Description: 3007 East Carter Avenue, McMillin Subdivision, The east portion of Lot 5, Block 2 (Lot 5-B)

Description of Request: The City of Cody, on behalf of Walter & Dorothy Hessinger, is requesting a special exemption of the setback requirements for an existing garage. The garage is located eight feet (8') within the corner lot/side street setbacks and was incorrectly permitted by the City to be constructed in violation of the setbacks. The City requests that the special exemption run with the property unless there is a catastrophic event to the building. If a catastrophic event occurs and the building is destroyed beyond repair, then the building would have to be built to conform to current Zoning Ordinances.

This Request will be presented to the Planning & Zoning Board at their regularly scheduled meeting on Tuesday, May 10, 2011, at 12:00 p.m. at the City Hall Council Chambers, 1338 Rumsey Ave.

Letter from Neighboring Properties within 140 Feet

Dear Board Members:

I am familiar with the proposal by Walter & Dorothy Hessinger who is requesting a Special Exemption Permit for the above referenced property.

I am the legal owner of Mountain View Addition Lots 1 & 2, Block 1, 2932 East Carter Avenue

Owner's Name: Nading Family Trust *Melvin Nading*

I have **NO OBJECTION** to the Special Exemption Permit Request.

Name: *Melvin Nading*

Address: *2932 E Carter Ave*

Comments: _____

Yes, I would like to be contacted when this topic comes before the P&Z Board.

E-mail address: _____ or Phone: _____

No, I would not like to be contacted when this topic comes before the P&Z Board.

I **OBJECT** to the Special Exemption Permit Request:

Name: _____

Address: _____

Comments: _____

Yes, I would like to be contacted when this topic comes before the P&Z Board.

E-mail address: _____ or Phone: _____

No, I would not like to be contacted when this topic comes before the P&Z Board.

Please return to:

City of Cody
Planning, Zoning and Adjustment Board
Attention: Planning Department
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Cody, WY 82414

Letter to Neighboring Properties within 140 Feet

Please return this letter by: May 3rd, 2011

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Applicant Name(s): Walter & Dorothy Hessinger

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This Request will be presented to the Planning & Zoning Board at their regularly scheduled meeting on Tuesday, May 10, 2011, at 12:00 p.m. at the City Hall Council Chambers, 1338 Rumsey Ave.

Letter from Neighboring Properties within 140 Feet

Dear Board Members:

I am familiar with the proposal by Walter & Dorothy Hessinger who is requesting a Special Exemption Permit for the above referenced property.

I am the legal owner of Cody Heights Subdivision, 1320 29th Street

Owner's Name: KW Lundvall Company ET AL

I have NO OBJECTION to the Special Exemption Permit Request.

Name: Wagne & Barbra Lundvall KW Lundvall Co.

Address: 1420 29th St.

Comments: _____

Yes, I would like to be contacted when this topic comes before the P&Z Board.

E-mail address: _____ or Phone: _____

No, I would not like to be contacted when this topic comes before the P&Z Board.

I OBJECT to the Special Exemption Permit Request:

Name: _____

Address: _____

Comments: _____

Yes, I would like to be contacted when this topic comes before the P&Z Board.

E-mail address: _____ or Phone: _____

No, I would not like to be contacted when this topic comes before the P&Z Board.

Please return to:

City of Cody
Planning, Zoning and Adjustment Board
Attention: Planning Department
PO Box 2200
Cody, WY 82414

U.S. Postal Service
CERTIFIED MAIL RECEIPT
 (Domestic Mail Only; No Insurance Coverage Provided)
 For delivery information visit our website at www.usps.com

OFFICIAL USE

Postage	\$.61
Certified Fee	2.80
Return Receipt Fee (Endorsement Required)	2.30
Restricted Delivery Fee (Endorsement Required)	
Total Postage & Fees	\$ 5.71

Postmark Here
4/8/2011

Sent To: JANET TENWALDE
 Street, Apt. or PO Box: 1402 31ST STREET
 City, State, ZIP: CODY, WY 82414

PS Form 38

U.S. Postal Service
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Certified Fee	2.80
Return Receipt Fee (Endorsement Required)	2.30
Restricted Delivery Fee (Endorsement Required)	
Total Postage & Fees	\$ 5.71

Postmark Here
4/8/2011

Sent To: KW LUNDVALL CO. ET. AL
 Street, Apt. or PO Box: 1420 29TH STREET
 City, State, ZIP: CODY, WY 82414

PS Form 38

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Return Receipt Fee (Endorsement Required)	2.30
Restricted Delivery Fee (Endorsement Required)	
Total Postage & Fees	\$ 5.71

Postmark Here
4/8/2011

Sent To: LARRY & BARBARA SCHOENING
 Street, Apt. or PO Box: P.O. BOX 1204
 City, State, ZIP: CODY, WY 82414

PS Form 38

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Return Receipt Fee (Endorsement Required)	2.30
Restricted Delivery Fee (Endorsement Required)	
Total Postage & Fees	\$ 5.71

Postmark Here
4/8/2011

Sent To: LONNY & JACKIE OWEN
 Street, Apt. or PO Box: 1319 31ST STREET
 City, State, ZIP: CODY, WY 82414

PS Form 38

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Return Receipt Fee (Endorsement Required)	2.30
Restricted Delivery Fee (Endorsement Required)	
Total Postage & Fees	\$ 5.71

Postmark Here
4/8/2011

Sent To: DAVID & TAMMY ELLIS
 Street, Apt. or PO Box: 1320 31ST STREET
 City, State, ZIP: CODY, WY 82414

PS Form 38

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Return Receipt Fee (Endorsement Required)	2.30
Restricted Delivery Fee (Endorsement Required)	
Total Postage & Fees	\$ 5.71

Postmark Here
4/8/2011

Sent To: WILLIAM & PATRICIA WALBERT
 Street, Apt. or PO Box: 3101 EAST CARTER AVENUE
 City, State, ZIP: CODY, WY 82414

PS Form 38

U.S. Postal Service
CERTIFIED MAIL™ RECEIPT
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Certified Fee	2.80
Return Receipt Fee (Endorsement Required)	2.30
Restricted Delivery Fee (Endorsement Required)	
Total Postage & Fees	\$ 5.71

Postmark
Here
4/9/2011

Sent To NADING FAMILY TRUST

Street, Apt or PO Box 2932 EAST CARTER AVENUE

City, State CODY, WY 82414

PS Form 3800, Instructions

U.S. Postal Service
CERTIFIED MAIL™ RECEIPT
(Domestic Mail Only; No Insurance Coverage Provided)

For delivery information visit our website at www.usps.com

OFFICIAL USE

Postage	\$.61
Certified Fee	2.80
Return Receipt Fee (Endorsement Required)	2.30
Restricted Delivery Fee (Endorsement Required)	
Total Postage & Fees	\$ 5.71

Postmark
Here
4/9/11

Sent To LORA LEE BECKER

Street, Apt or PO Box 1401 31ST STREET

City, State CODY, WY 82414

PS Form 3800, Instructions

U.S. Postal Service
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(Domestic Mail Only; No Insurance Coverage Provided)

For delivery information visit our website at www.usps.com

Postage	\$.61
Certified Fee	2.80
Return Receipt Fee (Endorsement Required)	2.30
Restricted Delivery Fee (Endorsement Required)	
Total Postage & Fees	\$ 5.71

Postmark
Here
4/9/2011

Sent To SHARON WELLS

Street, Apt or PO Box 2933 EAST CARTER AVENUE

City, State CODY, WY 82414

PS Form 3800, Instructions

U.S. Postal Service
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(Domestic Mail Only; No Insurance Coverage Provided)

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OFFICIAL USE

Postage	\$.61
Certified Fee	2.80
Return Receipt Fee (Endorsement Required)	2.30
Restricted Delivery Fee (Endorsement Required)	
Total Postage & Fees	\$ 5.71

Postmark
Here
4/9/11

Sent To LISA SENEAL

Street, Apt or PO Box P.O. BOX 28941

City, State SANTAN ANA, CA 92799

PS Form 3800, Instructions

U.S. Postal Service
CERTIFIED MAIL™ RECEIPT
(Domestic Mail Only; No Insurance Coverage Provided)

For delivery information visit our website at www.usps.com

OFFICIAL USE

Postage	\$.61
Certified Fee	2.80
Return Receipt Fee (Endorsement Required)	2.30
Restricted Delivery Fee (Endorsement Required)	
Total Postage & Fees	\$ 5.71

Postmark
Here
4/9/11

Sent To WILLIAM & SHEILA MESSICK

Street, Apt or PO Box 3102 EAST CARTER AVENUE

City, State CODY, WY 82414

PS Form 3800, Instructions

7007 3020 0002 3685 8366

7007 3020 0002 3685 8342

7007 3020 0002 3685 8309

ULO
4/26/2011
Approved



PLANNING, ZONING AND ADJUSTMENT BOARD
SIGN PLAN REVIEW APPLICATION

446-1 Applicant's Name: NATHAN GOSNER Property Owner's Name: RON HILL
 Mailing Address: 1137 RUMSEY AVENUE, CODY WY 82414 Zip: 82414
 Phone: 587-9608 Cell: 250-7571 Fax: 586-9608 Email: NATHAN@AMERICANWESTREACT.COM
 Project Address: 1137 RUMSEY AVENUE
 Legal Description/ Assessor Parcel Number(s): LOTS 11 & 12, BLOCK 10 Zone: _____
 Linear Foot of Lot Frontage: 140 X 1.5 = 210 Total allowable Signage: _____
 Total Current Area of Signage in Square Feet: 12 Total Proposed Area of Signage in Square Feet: 12
 Licensed Contractor Name: LOREN HAZEL
 Type of Sign or Advertising Structure: _____
 Description of Proposal: REMOVE EXISTING 6' x 2' SIGN, CHANGE IMAGE, AND MOUNT IN SAME SPOT USING EXISTING HARDWARE
 Representative attending P&Z meeting: _____

MATERIAL REQUIRED FOR SUBMITTAL & REVIEW

- Two (2) copies of detailed drawings, drawn to scale, containing complete plans & specifications which indicate the method of construction and anchoring to the building or ground; the total area of the proposed sign in square feet; the height of the proposed advertising structure from ground level.

*****In many cases two (2) color renderings of all existing & proposed signs with dimensions and a detailed written description of proposed construction materials and installation procedures will suffice.**

- The sign elevation which must indicate overall and letter/figure dimensions, colors, materials, proposed copy and illumination. This is for design review not content.
- A site plan indicating all signs existing or proposed for the site with dimensions, colors, materials, and/or illumination for each sign.
- Building elevations with signs depicted.
- The linear frontage of the property where the sign is to be located.
- Letter of authorization from the property owner if applicable.
- Each application for a sign review shall be accompanied by a review fee as set forth by Title 10, Chapter 15 of the city code. Applicants are encouraged to arrange a pre-submittal meeting to ensure a complete submittal. Re-submittal of any application will result in additional fees.

Please Select the Appropriate Sign Type:

- Sign Plans (flush, wall mount w/out electricity): \$25.00
- Sign Plans (electrical, requiring base structure or projecting): \$50.00

- Following approval of the sign or advertising advice by the Planning & Zoning Department a Building Permit must be obtained prior to installation.**

Application Review: Within fourteen (14) days of filing a completed application the Planning & Zoning Department shall review the sign review application. The Planning & Zoning Department shall determine if the proposed sign and application are in compliance or noncompliance with this code. The Planning & Zoning Department shall either approve the application, deny the application due to noncompliance with this or other city ordinances or regulations which may apply or forward it to the Planning, Zoning and Adjustment Board for their consideration. If it is determined the sign needs reviewed by the Planning, Zoning and Adjustment Board, the applicant will be required to provide 11 color copies of the application and supporting documents.

Refer to Title 10 Chapter 15 of the Municipal Code for more information on sign regulations.



Signage utilized existing material from the previous occupant. Sign is 72"W x 30"H x ¼"D and secured by three lag bolts.

Existing sign was removed, cleaned, and new vinyl signage will be added by Applied Graphics, LLC.



STAFF USE
 File: SGN 11-11
 P&Z Invoice: 453-1
 Approved: [Signature]
 Date: 5/3/11

**PLANNING, ZONING AND ADJUSTMENT BOARD
 SIGN PLAN REVIEW APPLICATION**

Applicant's Name: Absaroka Bay RV
 Applicant's Address: 2001 Hwy 14, 16, 20 City: Cody State: WY Zip: 82414
 Phone: 307-527-7440 Cell: 252-2139 Fax: 527-7440 Email: abc@cody-wy.com
 Property Owner's Name: Bullock's Inc.
 Property Owner's Address: 561 Rd 2 AB City: Cody State: WY Zip: 82414
 Project Address: 2001 Hwy 14, 16, 20
 Legal Description: P1DN 05520106214001 Zone: Commercial
 Linear Foot of Lot Frontage: 1240 X 1.5 = 1860 = Total Allowable Signage
 Current Area of Signage in Square Feet: 145.25 Proposed Area of Signage in Square Feet: 5.8
 Overall Area of Signage in Square Feet: 151
 Licensed Contractor or Sign Installer: Chucks Sign [Signature]
 Type of Sign: Reader Board
 Description of Proposal: Install 5'4" x 13" reader board

MATERIAL REQUIRED FOR SUBMITTAL & REVIEW

- Two (2) copies of detailed drawings, drawn to scale, containing complete plans & specifications which indicate the method of construction and anchoring to the building or ground; the total area of the proposed sign in square feet; the height of the proposed advertising structure from ground level.

***In many cases two (2) color renderings of all existing & proposed signs with dimensions and a detailed written description of proposed construction materials and installation procedures will suffice.

- The sign elevation which must indicate overall and letter/figure dimensions, colors, materials, proposed copy and illumination. This is for design review not content. 9' from ground
- A site plan indicating all signs existing or proposed for the site with dimensions, colors, materials, and/or illumination for each sign.
- Building elevations with signs depicted. n/a
- The linear frontage of the property where the sign is to be located. ✓
- Letter of authorization from the property owner if applicable. n/a

Each application for a sign review shall be accompanied by a review fee as set forth by Title 10, Chapter 15 of the city code. Applicants are encouraged to arrange a pre-submittal meeting to ensure a complete submittal. Re-submittal of any application will result in additional fees. **Please Select the Appropriate Sign Type:**

- Sign Plans (flush, wall mount w/out electricity): \$25.00
- Sign Plans (electrical, requiring base structure or projecting): \$50.00

RECEIVED
 MAY 03 2011

CITY OF CODY

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Refer to Title 10 Chapter 15 of the Municipal Code for more information on sign regulations.

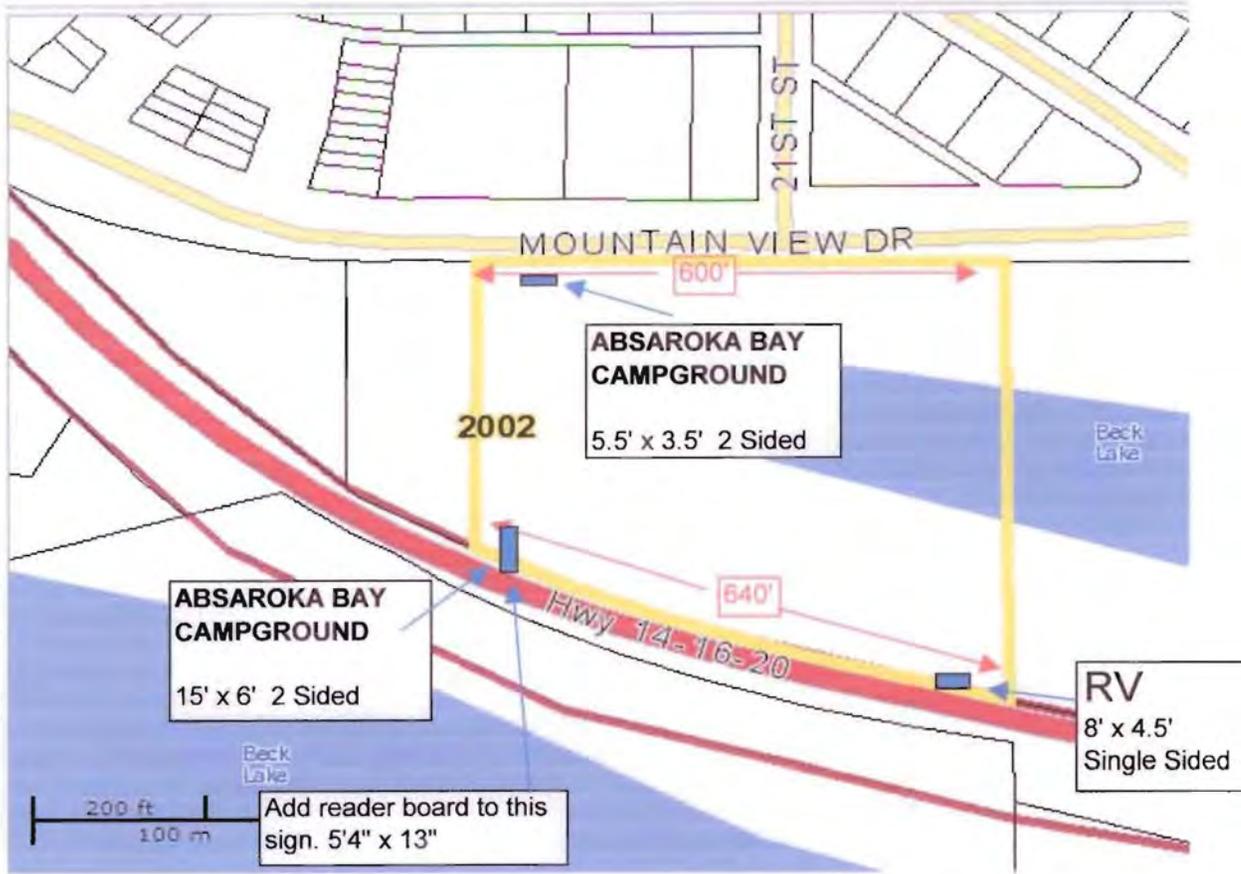


\$29 W/ Disc

ABSAROKA
BAY
CAMPGROUND

PULLERS

9'





9111 Jollyville Rd, Suite 107
 Austin, TX 78759
 Tel: (800) 455-1955 / (512) 527-9339
 Fax: (512) 343-9211
 www.adsled.com

Buyer: Absaroka Bay - 4/21/11

S	Tom Bullock
H	2002 Mountain View
I	Cody, WY 82414
P	Tel: 307-527-7440
	Fax: 307-527-7002
	Email: abc@cody-wy.com

Purchase Agreement

Scope of Work	Price	Qty	Total
Double-sided TruImage Model# 213-6 LED Display (2 single-sided units)(master/slave)(RED unit & AMBER unit) 4096 shades of RED/AMBER Color / All Aluminum Cabinet / Ventless 16 x 80 matrix / 140° viewing angle / 20mm 54Mbps / 2.4 Ghz Secure Ethernet Wireless transmission Media Software and Temperature probe Internal Embedded Controller - Front Service Warranty & Total Support 5 yr Warranty / 24 hr Tech Support with VBS Phone Training / Online Animation Library Freight (Delivery by appt.)			\$6,894
			<i>Included</i>
			<i>included</i>
Notes:	Sub-Total		\$6,894.00
* No electrical service to the signs shall be installed by AdsLED, Inc.	Tax		\$0.00
**Payment is due prior to shipment. Failure to have electrical supply	Total		\$6,894.00
does not relieve client's obligation to pay any balance due under this contract.	50% Deposit		\$3,447.00
Quote valid for 30 days.	Balance**		\$3,447.00

Past due balances shall bear interest of 1.5% per month, or the maximum non-usurious rate, which ever is less.

AdsLED Representative: Christian Bowman

Billing Address:

Drawing# TS2136ez

(same as above)

P.O. Box 953
 Cody WY 82414

AdsLED, Inc.

AdsLED: _____

Date: _____

Accepted: _____

Buyer: Tom Bullock

Date: 4/21/11

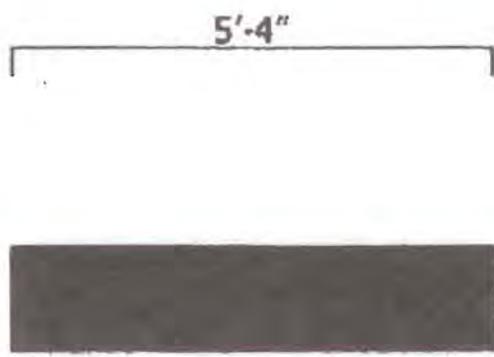


Communicate.

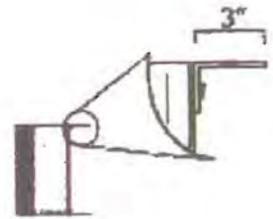
TruImage Model# 213-6

6'
height

13"



7"



Open
Pixel

Features:

- All Aluminum Construction
- Sealed ventless cabinets to protect components
- 4096 shades for improved graphics
- Wireless Communication
- Long Life Superbright LEDs (100,000 hr continuous use)
- Extra-Wide Viewing Angle - Continuous protective louvers
- 365 Day Message Scheduling
- PC Software & Temp Probe included
- 5 year parts warranty & 24 hr lifetime technical support

Text Capabilities:

4" Text Per Line (2 lines)	5.7" Text Per Line (2 lines)	12.6" Text Per Line (3 lines)		
16	13-16	8		

Plus graphics (BMP), animations (GIF)(AVI), and time/temperature

Specifications:

PIXEL MATRIX	16 x 80
PIXEL PITCH	20mm
VIEWING ANGLE	110 (brightness) / 140 (readability)
DISPLAY MAX POWER CONSUMPTION	120 VAC +/- 10% - 60 Hz / 3 amps
BRIGHTNESS RATING	4000 NITS
# LED'S PER PIXEL	3
LED COLOR	Red or Amber
WEIGHT	65 lbs
TRANSMISSION OPTIONS	Cable, Modem, TCP/IP or Wireless
ACCEPTABLE OPERATING SYSTEMS	Windows 95/98/2000/NT/XP/Vista
MINIMUM REQUIRED HARD DRIVE SPACE	50 MB

111 Jollyville Rd, Suite 107
 Austin, TX 78759
 512-527-9339



800-455-1955
www.adsled.com