

CITY OF CODY
PLANNING, ZONING AND ADJUSTMENT BOARD
TUESDAY, JANUARY 9, 2018
CITY HALL COUNCIL CHAMBERS @ 12:00 NOON

1. Call to Order by Steve Miller, Chairman
2. Reappoint Member Curt Dansie to the Board
3. Roll Call, excused members
4. Pledge of Allegiance
5. Approval of Agenda
6. Approval of Minutes of the December 12, 2017 regular meeting.
7. Election of Chairperson and Vice-Chairperson of the Planning, Zoning, and Adjustment Board for 2018.
8. NEW BUSINESS:
 - A. Downtown Architectural Review of a sign and awning, for Richard Realty, located at 927 12th Street, on the existing building.

 - B. Downtown Architectural Review for the existing building, located at 1356 Sheridan Avenue.
9. P&Z Board Matters (announcements, comments, etc.).
10. Council Update:
11. Staff Items: Update on Residential Infill Subdivision Standards
12. 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, December 12, 2017**

A meeting of the Cody Planning, Zoning and Adjustment Board was held in the Council Chambers of City Hall in Cody, Wyoming on Tuesday, December 12, 2017 at 12:00 pm.

Present: Steve Miller, Chairman; Heidi Rasmussen, Buzzy Hassrick, Richard Jones, Reese Graham, Kayl Mitchell, Curt Dansie, Glenn A. Nielson, Council Liaison; Scott Kolpitcke, City Attorney; Todd Stowell, City Planner; Bernie Butler, Administrative Assistant.

Absent: Sandra Kitchen, City Deputy Attorney,

Chairman Steve Miller, called the meeting to order at 12:00 pm, followed by the pledge of allegiance.

Buzzy Hassrick made a motion, seconded by Kayl Mitchell, to approve the agenda for December 12, 2017. Vote on the motion was unanimous, motion carried.

Heidi Rasmussen made a motion, seconded by Richard Jones, to approve the minutes for the November 28, 2017 meeting. Vote on the motion was unanimous, motion carried.

NEW BUSINESS:

A. Todd Stowell presented a Downtown Architectural Review for Helping Hands, L3C, located at 1007/1015 12th Street, for a new exterior front façade for the “By Western Hands” gallery, museum, and working exhibition building.

Richard Jones made a motion, seconded by Heidi Rasmussen, to approve the application as submitted with the following conditions. The authorization includes the main sign if it is constructed per the architectural drawings.

1. The current zoning restricts use of the demonstration workshop to “By Western Hands” personnel and those enrolled in its training/education program.
2. The lighting fixtures that are selected shall be reviewed by staff to ensure they comply with the lighting policy noted in the staff report (high intensity must be full cut-off).

Vote on the motion was unanimous, motion carried.

P & Z Board Matters – Chairman Steve Miller thanked Board member Reese Graham for his years of service on the Planning, Zoning, and Adjustment Board.

Council Updates – Glenn A. Nielson asked the Board if they had anything to have the City Council discuss at the upcoming Council retreat. The Board had no comments.

Staff Items – Todd Stowell presented an update on the Residential Infill Subdivision Standards to the Board. The Board stated that their preference is asphalt driveways and not gravel.

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

There being no further business to come before the Board, Chairman Steve Miller adjourned the meeting at 12:28 p.m.

Bernie Butler, Administrative Assistant

DRAFT

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

MEETING DATE:	JANUARY 9, 2018	TYPE OF ACTION NEEDED	
AGENDA ITEM:		P&Z BOARD APPROVAL:	X
SUBJECT:	DOWNTOWN ARCHITECTURAL DISTRICT REVIEW: RICHARDS REALTY AWNING AND SIGNS SGN 2018-01	RECOMMENDATION TO COUNCIL:	
PREPARED BY:	TODD STOWELL	DISCUSSION ONLY:	

PROJECT DESCRIPTION:

Scott Richard of Richard Realty has submitted an application for a new awning and signs to be installed at 927 12th Street. The awning and primary sign are depicted in the photo. There would also be two smaller signs with the same logo on each end of the awning.



REVIEW CRITERIA:

The property is within the Downtown Architectural District established by Section 9-2-2 of the Cody City Code. Pursuant to Subsection 9-2-2(B), *"The planning, zoning and adjustment board shall examine and evaluate applications and plans involved in building and sign permits insofar as they pertain to the exterior of commercial buildings within the downtown district as herein described and shall make recommendations and suggestions to the applicants, property owners or occupants."*

The sign(s) must also comply with applicable provisions of the sign code.

STAFF COMMENTS:

The property is in the D-2 sign district, which allows awning signs up to 25 square feet in size, and a total of no more than 50 square feet per lot. Signs on awnings are measured as the area encompassing all of the sign message. While the sign sizes have not been provided, the main sign appears to be well within the 25-square-foot limit (roughly 15 sq. ft.) and total signage well within the 50 square feet permitted.

Another requirement is to provide a minimum of eight feet of clearance below the awning. Over 9 feet will be provided.

The awning will extend over the public right-of-way, which is permitted by City code 7-2-7.

The black color of the awning should match well with the brick wall and awnings are a standard architectural feature in the downtown area. Therefore, there are no architectural concerns about the awning itself.

The purpose of the Downtown Architectural District is understood to be the promotion of architectural compatibility and preservation of historic features. The awning and sign design is of professional quality, and will meet applicable code requirements for size and location.

ALTERNATIVES:

Approve the awning and awning signs, with or without making recommendations and suggestions.

RECOMMENDATIONS:

Approve the awning and awning signs as proposed.

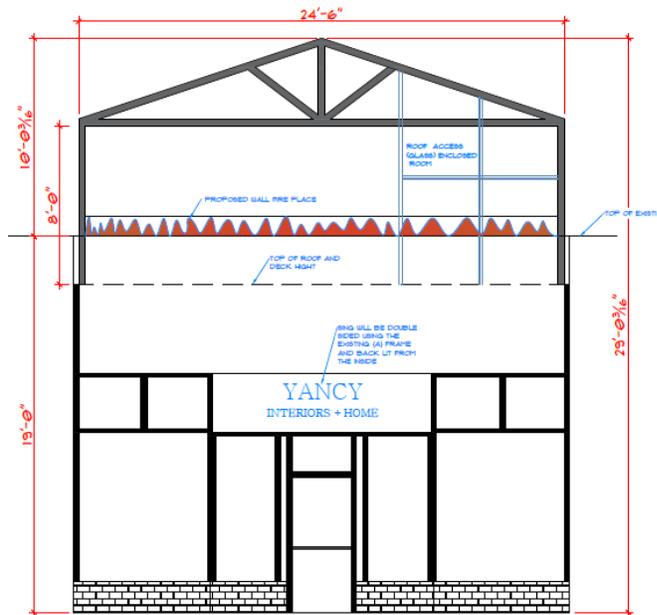
**CITY OF CODY
PLANNING, ZONING AND ADJUSTMENT BOARD
STAFF REPORT**

MEETING DATE:	JANUARY 9, 2018	TYPE OF ACTION NEEDED	
AGENDA ITEM:		P&Z BOARD APPROVAL:	X
SUBJECT:	DOWNTOWN ARCHITECTURAL REVIEW: BONNER DESIGN. SPR 2018-02	RECOMMENDATION TO COUNCIL:	
PREPARED BY:	TODD STOWELL, CITY PLANNER	DISCUSSION ONLY:	

PROJECT DESCRIPTION:

Mike Kelly of M&K Custom Wood, representing the January Company, LLC (Brad & Yancy Bonner), has submitted an application for improvements to the existing building at 1356 Sheridan Avenue, which until recently held "The Golden Buffalo" store. The proposed improvements are associated with the new owners and their design store, known as Yancy Interiors +Home.

The proposed improvements include a 33-foot deep by 24½-foot wide rooftop deck on the north end of the building. Above the deck would be an open metal truss system constructed of square metal tubing (4"x4" anticipated). Hanging from the truss system would be outdoor string lights. Surrounding the deck area would be a glass panel barrier/handrail system, except at the north end where a glass-encased gas fireplace would extend across the top of the front parapet. A stairway to the rooftop deck would be in the southwest corner of the deck area and have a glass enclosure.



The following photos are representative of the style and character of what is proposed.



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TABLE COVERS



TAN RIP-STOP FABRIC

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GLASS GUARDS

REVIEW CRITERIA:

Pursuant to 10-10B-4 of the City of Cody Code, all structures within the zoning district are to be architecturally compatible and architectural and landscaping plans are to be submitted to the planning and zoning commission for approval.

Pursuant to Subsection B of 9-2-2, within the Downtown Architectural District, *"The planning, zoning and adjustment board shall examine and evaluate applications and plans involved in building and sign permits insofar as they pertain to the exterior of commercial buildings within the downtown district as herein described and shall make recommendations and suggestions to the applicants, property owners or occupants.*

STAFF COMMENTS:

Architecture:

The architecture of the proposed truss system and the use of glass and metal as the primary materials produces a clean, modern design. It has a professional appearance. That being said, the existing building, and those next to it have more historical designs, with either brick or wood as the base materials and embellishment through the use of moldings on the upper portion of the wall (cornice/entablature). Refer to the photos on the first page.

The mixing of the two designs is not commonly done. However, it is the modern design that is currently the main trend in furnishings, and therefore to provide the modern setting for which the products would be installed in at a home, it is desirable to have that same type of setting at the store.

If the mixture of architectural styles, either on the building itself, or as a group of buildings, is of significant concern to the Board options can be considered. Staff would not recommend modifying the existing building, and at the same time does not expect the character of the new improvements to be modified. However, there is the option of moving the roof-top deck improvements (or at least the truss system) away from the front edge of the building, which would visually minimize the clash of architectural styles. The applicant and Board members may have other ideas as well.

Landscaping:

No landscaping is existing or is proposed at street level, as the building is up against the front and side property lines. If the property owner desires, they do have the option of installing planted pots or similar decorative features on the Sheridan Avenue sidewalk if they obtain the necessary city permit.

Storm Water:

No new impervious areas are being created, so a storm water plan is not required.

Parking:

The property is within the downtown parking district and on-site parking is not required for this project.

Utilities:

No new city utility connections are proposed.

Lighting:

The only exterior lighting proposed to be added are the string lights. The specific style has not been indicated. Most incandescent, bare or frosted bulb string systems utilize 11-watt bulbs at a 2-foot spacing along the string. There are also some 15-watt incandescent bulb systems. Such wattage is sufficiently low that glare and light spillage is usually not an issue, and a warm soft atmosphere is created. However, there are systems that allow use of any medium base bulb within the wattage limit of the string, which could provide rather intense light. There is also the alternative of LED lights, which also have different brightness levels as well as color and flashing options.

Provided the string lights are of the 11 or 15-watt incandescent variety or LED equivalent, staff does not have any concerns. If brighter, colored, or flashing light strings are desired, the applicant should provide details to the Board for discussion.

Signage:

The proposed sign is a projecting V-sign. The existing bracket would be used, and new panels provided. The applicant anticipates each side would be about two feet tall and four feet wide. These dimensions are within the amount permitted for projecting signs in the downtown sign district. The requirement for a minimum of eight feet of clearance below the sign will be met. The print would be similar to that shown on the elevation drawing.

ATTACHMENTS:

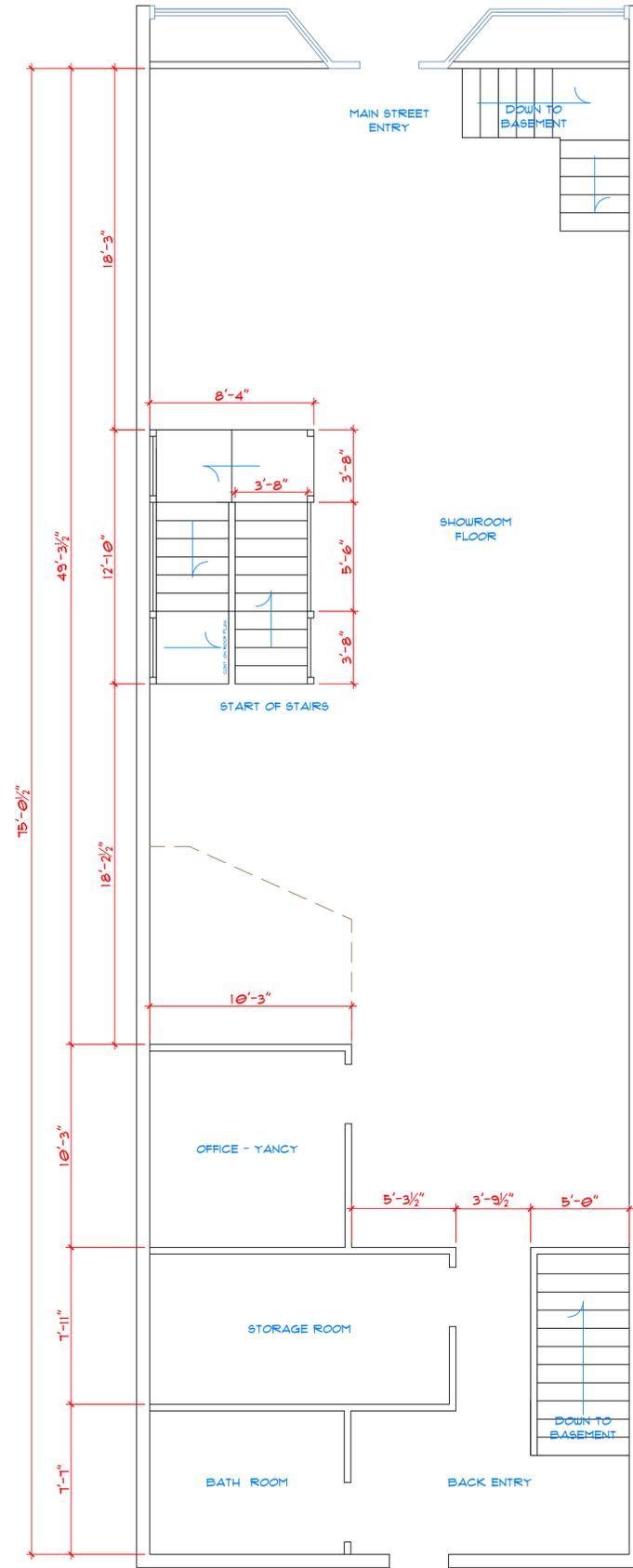
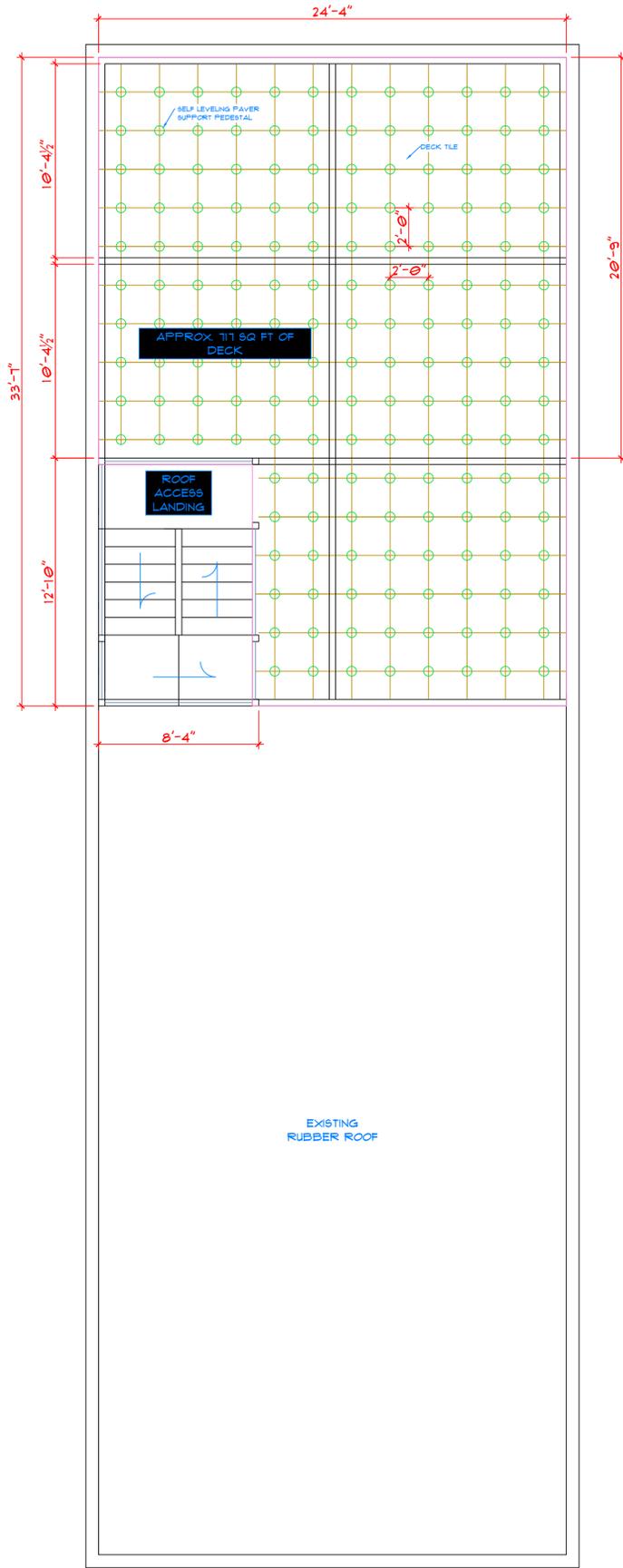
Drawings.

ALTERNATIVES:

Approve or deny the proposal, with or without changes.

RECOMMENDATION:

Approve the project and proposed projecting sign. Whether the roof trusses and/or deck area should be moved away from the front of the building can be further discussed as needed. It is also recommended that the string lighting be limited to 11 or 15-watt incandescent bulbs or LED equivalent, and be non-flashing/ and of a single color.



PROJECT DESCRIPTION: YANCY INTERIORS & HOME
 PAGE DESCRIPTION: CONCEPTUAL STAIRCASE MODEL

SCALE: 1/8" = 1'
 DATE: 12/5/2017
 DRAWN BY: Justin Kelly
 CHECKED BY:

REVISION/ISSUE: [DATE]:

REMODEL AND CONCEPTUAL STAIRCASE MODEL IN 1356 SHERIDAN AVE BUILDING

NOTES:

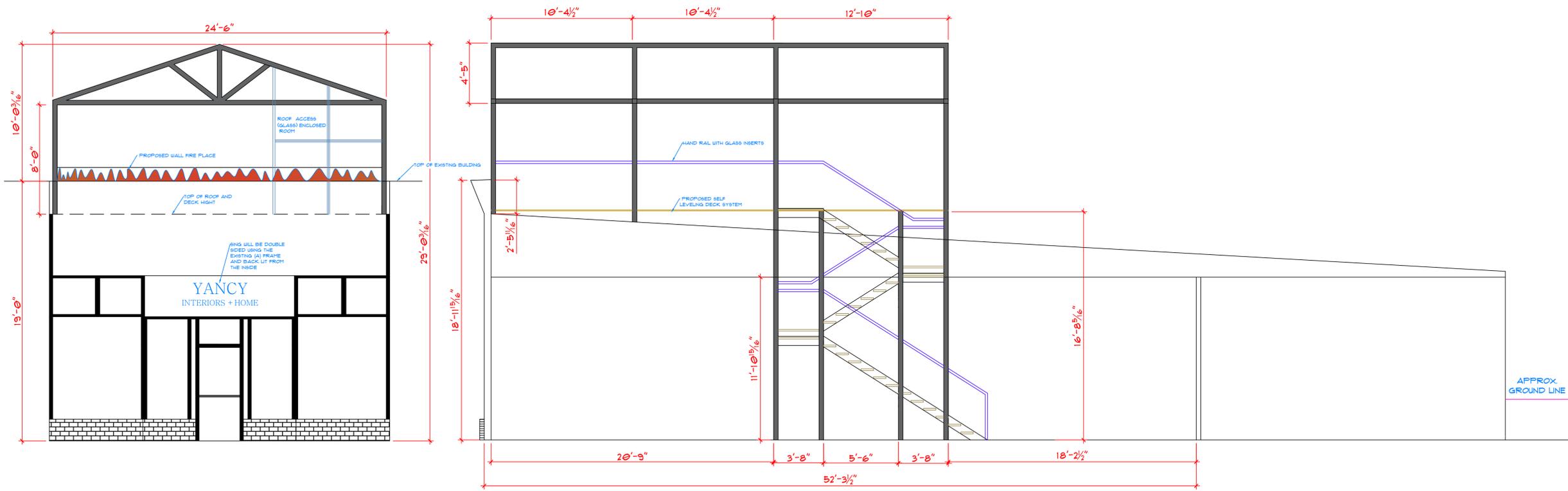
PROJECT NO.

SHEET:
A1.0
 MAIN FLOOR
 & ROOF



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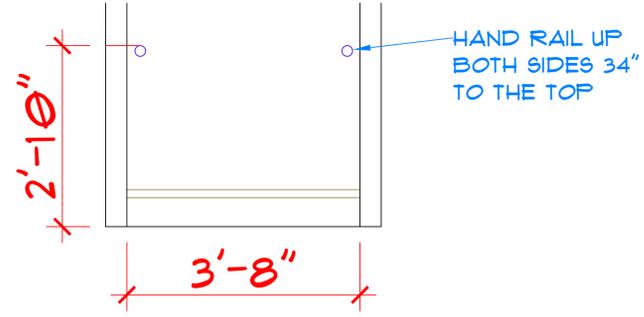
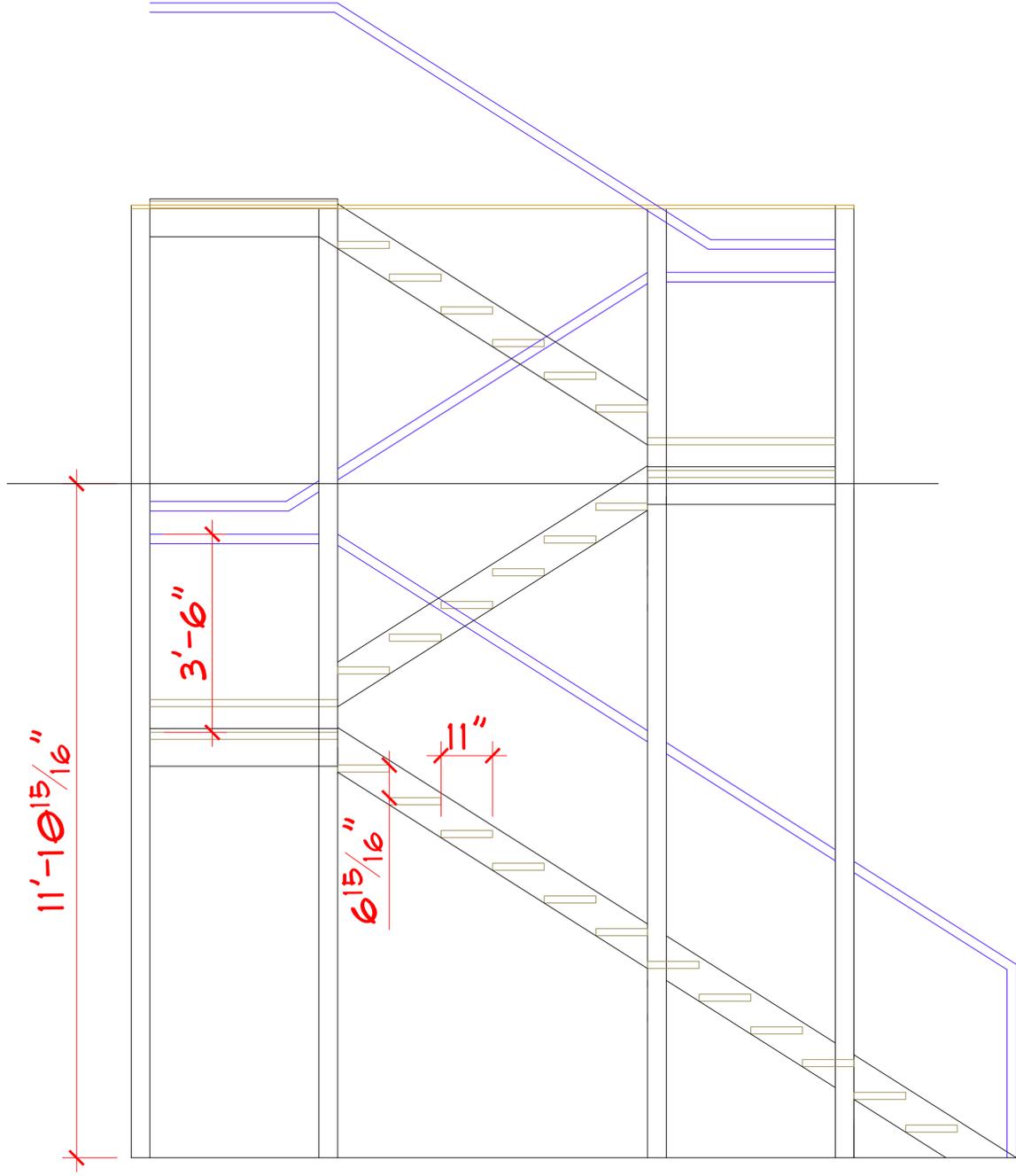
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 CHECKED BY:

REVISION/ISSUE: [DATE:]

NOTES:
 REMODEL AND CONCEPTUAL STAIRCASE MODEL IN 1356 SHERIDAN AVE BUILDING

PROJECT NO. SHEET:
A2.0
 FRONT & WEST
 ELEVATIONS



PROJECT DESCRIPTION: YANCY INTERIORS & HOME
 PAGE DESCRIPTION: CONCEPTUAL STAIRCASE MODEL

SCALE: 1/4" = 1'
 DATE: 12/5/2017
 DRAWN BY: Justin Kelly
 CHECKED BY:

REVISION/ISSUE: [DATE]

REMODEL AND CONCEPTUAL STAIRCASE MODEL IN 1356 SHERIDAN AVE BUILDING

NOTES:

PROJECT NO.

SHEET:

A3.0

STAIR DETAIL

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