

**City of Cody
Planning, Zoning and Adjustment Board
Tuesday, February 13, 2018**

A meeting of the Cody Planning, Zoning and Adjustment Board was held in the Council Chambers of City Hall in Cody, Wyoming on Tuesday, February 13, 2018 at 12:00 pm.

Present: Heidi Rasmussen, Vice Chairman; Buzzy Hassrick, Curt Dansie, Kayl Mitchell, Erynne Selk, Sandra Kitchen, City Deputy Attorney; Glenn A. Nielson, Council Liaison; Todd Stowell, City Planner; Bernie Butler, Administrative Secretary.

Absent: Steve Miller, Richard Jones

Vice Chairman, Heidi Rasmussen, 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 February 13, 2018. Vote on the motion was unanimous, motion carried.

Kayl Mitchell made a motion, seconded by Buzzy Hassrick, to approve the minutes for the January 23, 2018 meeting. Vote on the motion was unanimous, motion carried.

NEW BUSINESS:

A. Todd Stowell presented a Site Plan Review for Wyoming Legacy Meats, Cold Storage Building, located at 74 Road 2AB.

Buzzy Hassrick made a motion, seconded by Curt Dansie to approve the Site Plan for Wyoming Legacy Meats, cold storage building, located at 74 Road 2AB, subject to the following requirements:

- 1) Surface the vehicle maneuvering areas with crushed road base, or similar, so as to minimize mud track out onto Road 2AB.
- 2) Encourage employees to park within the property boundaries, as opposed to the shoulder of Road 2AB, and expand the gravel parking area as needed to accommodate the parking demand.
- 3) The project must otherwise comply with the site plan and applicable building, fire, and electrical codes.
- 4) A building permit must be obtained within three years or this authorization will expire.

Vote on the motion was unanimous, motion carried.

B. Todd Stowell presented a Site Plan Review for Legend Towers, LLC, located at 1949 and 2001 Mountain View Drive. The plan is to remodel existing structure on 2001 Mountain View Drive, add

enclosed breezeway between existing structure and existing garage (remodel into office space) on 1949 Mountain View Drive.

Curt Dansie made a motion, seconded by Kayl Mitchell, to approve the site plan for and architectural plans for Legend Towers, subject to the following items:

1. Use a full cut-off fixture for the north parking lot light pole, with an intensity and coverage similar to the staff recommended example.
2. An encroachment permit is required for all work within the public right of way (e.g. new approach to 21st Street). The contractor is responsible for obtaining the permit.
3. Either remove the “Kidz” freestanding sign and pole, or submit a sign permit application to utilize it.
4. Provide the four items below, as requested on the storm water/grading plan:
 - a) Provide a grading map (with elevations) of the north parking lot and associated sidewalk.
 - b) Show the perc trench on the site plan—recommend that it extend west from the inlet.
 - c) Consider wrapping the perforated drywell and with filter fabric, to minimize infiltration and possible settling of the asphalt.
 - d) Verify ADA slopes will be met.
5. The project must otherwise comply with the site plan and applicable building, fire, and electrical codes.
6. A building permit must be obtained within 3 years or this authorization will expire.

Vote on the motion was unanimous, motion carried.

C. Todd Stowell presented a Site Plan Review for Blossoms Up, seasonal greenhouse, located at 626 Yellowstone Avenue.

Kayl Mitchell made a motion, seconded by Buzzy Hassrick, to grant the variance to buffer requirement and approve the project for Blossoms Up, located at 626 Yellowstone Avenue, subject to the following items:

1. Use of the portable toilet requires permission from City Council.
2. A variance to the fire hydrant requirement is needed from the fire marshal.
3. Approval is limited to the time requested (May through July, 2018).
4. Work with staff on the layout of the ADA parking space and unloading area. Staff is authorized to approve modifications to the parking plan that are in compliance with the parking ordinance.
5. The project must otherwise comply with the site plan and applicable building, fire, and electrical codes.

Vote on the motion was unanimous, motion carried.

D. Todd Stowell reviewed the Ordinance to add Short Term Rental Registration requirements to Commercial Zoning District. Discussion will be continued at the next meeting.

P & Z Board Matters – None.

Council Updates – None. General discussion on conditioning authority and recommendations.

Staff Items – None.

Buzzy Hassrick made a motion, seconded by Curt Dansie, to adjourn the meeting.

Vote on the motion was unanimous, motion carried.

There being no further business to come before the Board, Vice Chairman, Heidi Rasmussen, adjourned the meeting at 1:12 p.m.

Bernie Butler, Administrative Assistant