

CITY OF CODY  
PLANNING, ZONING AND ADJUSTMENT BOARD  
TUESDAY, APRIL 24, 2018  
CITY HALL COUNCIL CHAMBERS @ 12:00 NOON

1. Call to Order by Chairman, Heidi Rasmussen
2. Roll Call, excused members
3. Pledge of Allegiance
4. Approval of Agenda
5. Approval of Minutes of the April 10, 2018 regular meeting.
6. NEW BUSINESS:
  - A. Downtown Architectural District Sign Review for Forever Cody Heritage Museum, located at 1092 Sheridan Avenue, west side of building.
  - B. Landscape and Architectural Review of the Cody High School Restroom Building Expansion and Ticket Booth.
  - C. Review Final Plat of the Higbie West 40 Subdivision, an 8-lot County Subdivision.
7. P & Z Board Matters (announcements, comments, etc.).
8. Council Update
9. Staff Items
10. 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, April 10, 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, March 27, 2018 at 12:00 pm.

Present: Heidi Rasmussen, Chairman; Kayl Mitchell, Erynne Selk, Sandra Kitchen, Richard Jones, Curt Dansie, Sandi Fisher, Buzzy Hassrick, Glenn A. Nielson City Deputy Attorney; Todd Stowell, City Planner; Bernie Butler, Administrative Assistant.

Absent: Curt Dansie

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

Heidi Rasmussen welcomed Sandi Fisher to the Board, as appointed by the City Council.

Kayl Mitchell made a motion, seconded by Richard Jones to approve the agenda for April 10, 2018. Vote on the motion was unanimous, motion carried.

Buzzy Hassrick made a motion, seconded by Kayl Mitchell, to approve the minutes from the March 27, 2018 meeting. Vote on the motion was unanimous, motion carried.

**NEW BUSINESS:**

A. Todd Stowell presented a Downtown Architectural Sign Review for Forever West Arts, located at 1314 Sheridan Avenue.

Richard Jones made a motion, seconded by Buzzy Hassrick, to approve the wall sign for Forever West Arts, located at 1314 Sheridan Avenue. Vote on the motion was unanimous, motion carried.

B. Todd Stowell presented a Downtown Architectural Sign Review for the Cody Custom Designs, located at 1226 Sheridan Avenue.

Kayl Michell made a motion, seconded by Erynne Selk, to approve the wall sign for the Cody Custom Designs, located at 1226 Sheridan Avenue.

C. The Public Hearing for a Special Exemption to allow a 2<sup>nd</sup> wall sign for Legends Bookstore, located at 1350 Sheridan Avenue, began at 12:10 p.m.

There were no comments from the public.

The Public Hearing for a Special Exemption to allow a 2<sup>nd</sup> wall sign for Legends Bookstore, located at 1350 Sheridan Avenue, was closed at 12:11 p.m.

D. Todd Stowell presented a request for a Special Exemption from Legends Bookstore, to allow a 2<sup>nd</sup> wall sign at 1350 Sheridan Avenue. Todd reviewed the standards (a-f) for approval of a special exemption.

Buzzy Hassrick made a motion, seconded by Kayl Mitchell, stating the Special Exemption has met the standards (a-f), to approve the 2<sup>nd</sup> wall sign for the Legends Bookstore, located at 1350 Sheridan Avenue, with the condition that no awning be constructed on the front (north side) of the building. Vote on the motion was unanimous, motion carried.

E. Todd Stowell presented a Downtown Architectural Sign Review for the Old Time Photos, located at 1131 12<sup>th</sup> Street.

Richard Jones made a motion, seconded by Kayl Mitchell, to approve the wall sign for the Old Time Photos, located at 1131 12<sup>th</sup> Street.

P & Z Board Matters – None

Council Updates – None

Staff Items – None

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

There being no further business to come before the Board, Chairman Heidi Rasmussen adjourned the meeting at 12:21 p.m.

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Bernie Butler, Administrative Assistant

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

<b>MEETING DATE:</b>	APRIL 24, 2018	<b>TYPE OF ACTION NEEDED</b>	
<b>AGENDA ITEM:</b>		P&Z BOARD APPROVAL:	X
<b>SUBJECT:</b>	DOWNTOWN ARCHITECTURAL DISTRICT SIGN REVIEW. CODY HERITAGE MUSEUM. SGN 2018-08	RECOMMENDATION TO COUNCIL:	
<b>PREPARED BY:</b>	TODD STOWELL	DISCUSSION ONLY:	

**PROJECT DESCRIPTION:**

The Cody Heritage Museum, located at 1092 Sheridan Avenue, is requesting permission to paint a sign on the west side of the museum. The sign would measure approximately 15 feet in length and 8 feet in height and be painted directly on the brick wall. With the irregular shape of the painted sign, total square footage would be less than the full 8' by 15' measurements (120 sq. ft.). The applicant has provided the rendering below, noting that the actual sign will have less vivid colors, and a more antiqued look.



**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 sign code has a specific category for museums, libraries, and churches. That category does not have specific regulations for number, size, or height of signs, only that all signs must be approved by the Planning and Zoning Board.

If the sign were not for a museum, the location would require all signage to comply with the downtown architectural district standards, which standards permit 1.5 square feet of wall sign per foot of street frontage. Being a 50' by 70' corner lot with 120 feet of frontage, the sign code would permit 180 square feet of signage in the form of up to two wall signs. Last month, the Board authorized a 2' by 8' wall sign on the front of the building. With the proposed sign, the museum would have less than 136 square feet of wall signage in the form of two signs. The sign code does not specify on which wall a sign must be located. In this case it is the side opposite the side street frontage.



The number and size of the wall signs comply with the downtown sign district standards, although not specifically required to do so. It is presumed that the museum category was created as a more lenient option than the downtown sign district limitations.

The purpose of the Downtown Architectural District is understood to be the promotion of architectural compatibility and preservation of historic features. The sign design has a professional appearance and with the antiqued look, should contribute to the historical character of the museum building. It is noted that the wall on which the sign is proposed was previously painted (solid color), so a new painted sign will not affect any natural brick surface or color.

**ALTERNATIVES:**

Approve the painted wall sign, with or without making recommendations and suggestions.

**RECOMMENDATIONS:**

Approve the wall sign as proposed.

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

<b>MEETING DATE:</b>	MARCH 13, 2018	<b>TYPE OF ACTION NEEDED</b>	
<b>AGENDA ITEM:</b>		P&Z BOARD APPROVAL:	X
<b>SUBJECT:</b>	LANDSCAPE AND ARCHITECTURAL REVIEW: HIGH SCHOOL RESTROOM BUILDING EXPANSION AND TICKET BOOTH. SPR 2018-13	RECOMMENDATION TO COUNCIL:	
<b>PREPARED BY:</b>	TODD STOWELL, CITY PLANNER	DISCUSSION ONLY:	

**PROJECT DESCRIPTION:**

Point Architects and Park County School District #6 have submitted an application for an expansion of the existing restroom building located northwest of the football field/ track/soccer field. The proposal would approximately double the size of the building and increase the number of toilets/urinals from four to sixteen. In addition, a ticket booth would be added to the west side of the building. A site plan, architectural elevations, and a floor plan are attached.

Existing:



**REVIEW CRITERIA:**

The proposal is located in the General Business (D-2) zoning district. Pursuant to 10-10B-4 of the City of Cody Code, "all structures within the district shall be architecturally compatible. Architectural and landscaping plans shall be submitted to the planning and zoning commission for approval."

In addition, any applicable development standards must be met.

**STAFF COMMENTS:**

Architecture:

The architecture of the proposed restroom addition consists of painted, 12-foot tall concrete block flat walls and a flat/parapet style roof—an expansion of exactly what is already there. This addition has no architectural enhancements and is designed strictly to function for its intended use.

The ticket booth addition is a wood-framed and metal sided structure. The roof would be a continuation of the existing flat roof and extend four feet past the west wall of the ticket booth to form a protected cover. Metal siding would be applied horizontally to the walls, with ribs at 8" on center to match the spacing of the concrete block.

While the building is somewhat visible from the intersection of 8<sup>th</sup> Street and Beck Avenue, it is relatively small in size (approx. 900 sq. ft., plus the 72 sq. ft. ticket booth), it is not the primary building on the property, and it is partially screened from view from the traveling public by the school's trees along 8<sup>th</sup> Street. The flat style roof matches that of the primary school buildings.

While a building addition by nature is somewhat limited architecturally by what is already there, if the Board has concerns they could discuss additional screening or creative color/painting methods as low-cost methods of enhancing the look or compatibility of the building. At this point, the plan is to have it all off-white in color.

It is noted that screening the north end of the building would be somewhat limited due to the close proximity of the pole vault/high jump lane to the north.

Landscaping:

The expansion will result in removal of some grass, but overall the affect is minimal and does not cause any conflict with the City's landscaping requirements. No trees, shrubs, or existing screening are affected.

Storm Water:

The existing building has a small gravel swale on the west side of the building, which would appear to overflow to the grassy area to the north. The proposal would allow the south half of the building to continue to drain to the swale where it would puddle, while the north half of the building and ticket booth would be guttered to direct roof runoff to the grassy area north of the building. Following this plan is expected to avoid any significant change in storm water runoff rates or quantities due to the small sizes of the additions and the retention of the current storm water flow paths and surfaces.

Parking:

Parking for school facilities is not based on restrooms, so an increase in restrooms does not trigger additional parking requirements.

Utilities:

No new city utility connections are proposed. However, it is noted that it is not evident where the restroom sewer line is currently located. Provided the line is interconnected with the rest of the school sewer lines that tie into the City sewer main located about 600 feet to the east, the City has no concerns. Excavation for the addition foundation will need to consider that the sewer line may cross through the area of excavation. Protection and/or relocation of any school utility lines (sewer line, irrigation lines, etc.) will occur by the contractor as needed.

Lighting:

For exterior lighting, the following light fixture or similar is planned. Locations are shown on the elevation drawings and electrical layout. While the building location is relatively isolated from residential areas and main roadways, staff would prefer that the lens cover be opaque rather than clear, or that bulb intensity be lower than the 100-watt bulb capacity. Past projects have used a 60-watt incandescent (or equivalent) as the maximum for clear glass exterior light fixtures, in order to minimize glare. This would not require a different fixture, only a less intense bulb (likely a 6-9 watt LED, or 40-60 watt incandescent would be adequate). It is also noted that the applicant may want to consider LED downlights (sample shown on right) in the ticket booth overhang, as they would completely avoid any glare issue and easily work with the 2x6 roof framing.



Signage:

The proposal includes adding a Cody Bronc logo to the south side of the addition. The logo would be approximately 5 square feet in size. Staff's interpretation is that the sign meets the exemption of 10-15-6(A)(17), as it is a school sign on school property, so it is exempt from sign review.

**ATTACHMENTS:**

Application materials.

**ALTERNATIVES:**

Approve or deny the proposal, with or without changes.

**RECOMMENDATION:**

Approve the project as proposed, subject to the following conditions:

- 1) Direct at least half of the roof runoff to the grass area north of the building; or present a plan to otherwise retain the storm water from the additions on the school property.
- 2) Illumination in any clear glass exterior lighting fixture is limited to maximum 60-watt incandescent bulbs or equivalent (800 lumens).

# C O D Y R E S T R O O M S E X P A N S I O N

**PROJECT INFORMATION:**  
**ADDRESS:**  
 1225 10th Street,  
 Cody, WY 82414

**ARCHITECT:**  
**POINT ARCHITECTS**  
 1203 Sheridan Ave.  
 P.O. Box 1001  
 Cody, WY 82414  
 p. 307-272-4006  
 kane@pointarchitects.com

209 e 35th st.  
 Garden City, ID 83714  
 p. 208-600-2640  
 rich@pointarchitects.com  
 www.pointarchitects.com

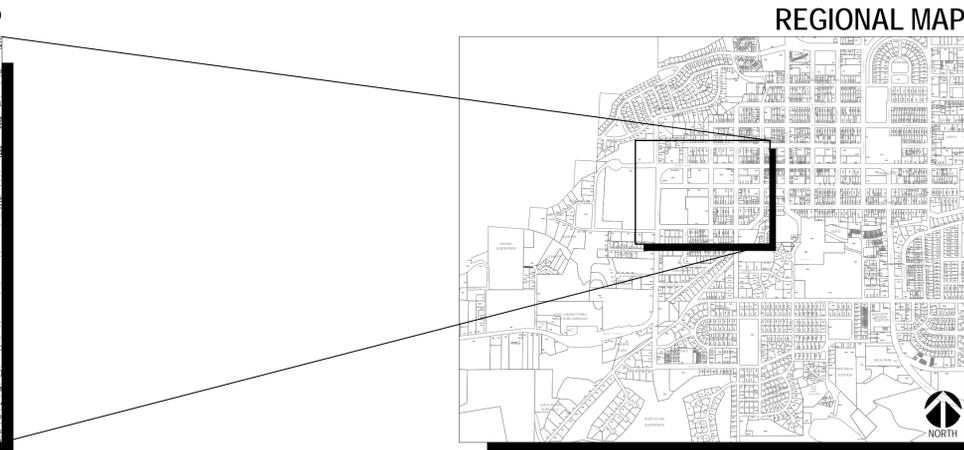
**GENERAL CONTRACTOR:**  
 TBD

**SHEET INDEX:**  
 A0.0 COVER  
 A1.0 SITE PLAN  
 A2.0 DEMO / MAIN FLOOR / ROOF / ELECTRICAL  
 A3.0 ELEVATIONS / SECTION / DETAILS  
 S1.0 FOUNDATION / ROOF FRAMING PLAN

**CODE ANALYSIS:**  
 ZONE: D-2 GENRAL BUSINESS DISTRICT ZONE  
 CONSTRUCTION TYPE: III-A  
 OCCUPANCY GROUP: ASSEMBLY 5

**AREA TABULATION:**  
 EXISTING RESTROOMS 440 sq.ft.  
 ADDITION 461 sq.ft.  
 TICKET BOOTH 72 sq.ft.

**GENERAL NOTES:**  
 1. PLANS FOR THE EXPANSION OF AN EXISTING BUILDING.  
 2. ALL QUESTIONS AND DISCREPANCIES SHALL BE BROUGHT TO THE ATTENTION OF POINT ARCHITECTS OR OWNER PRIOR TO COMMENCING THE AFFECTED WORK.  
 3. ALL WORK, PRODUCTS AND MATERIALS SHALL COMPLY WITH ALL APPLICABLE CODES.  
 4. ALL MANUFACTURED ITEMS SHALL BE INSTALLED PER THE MANUFACTURER'S REQUIREMENTS.  
 5. DEMOLISH FLOORS, WALLS, AND CEILINGS WHERE NECESSARY AND AS INDICATED PER PLANS.  
 6. PATCH AND REPAIR DEMOLISHED AREAS FOR NEW CONSTRUCTION.

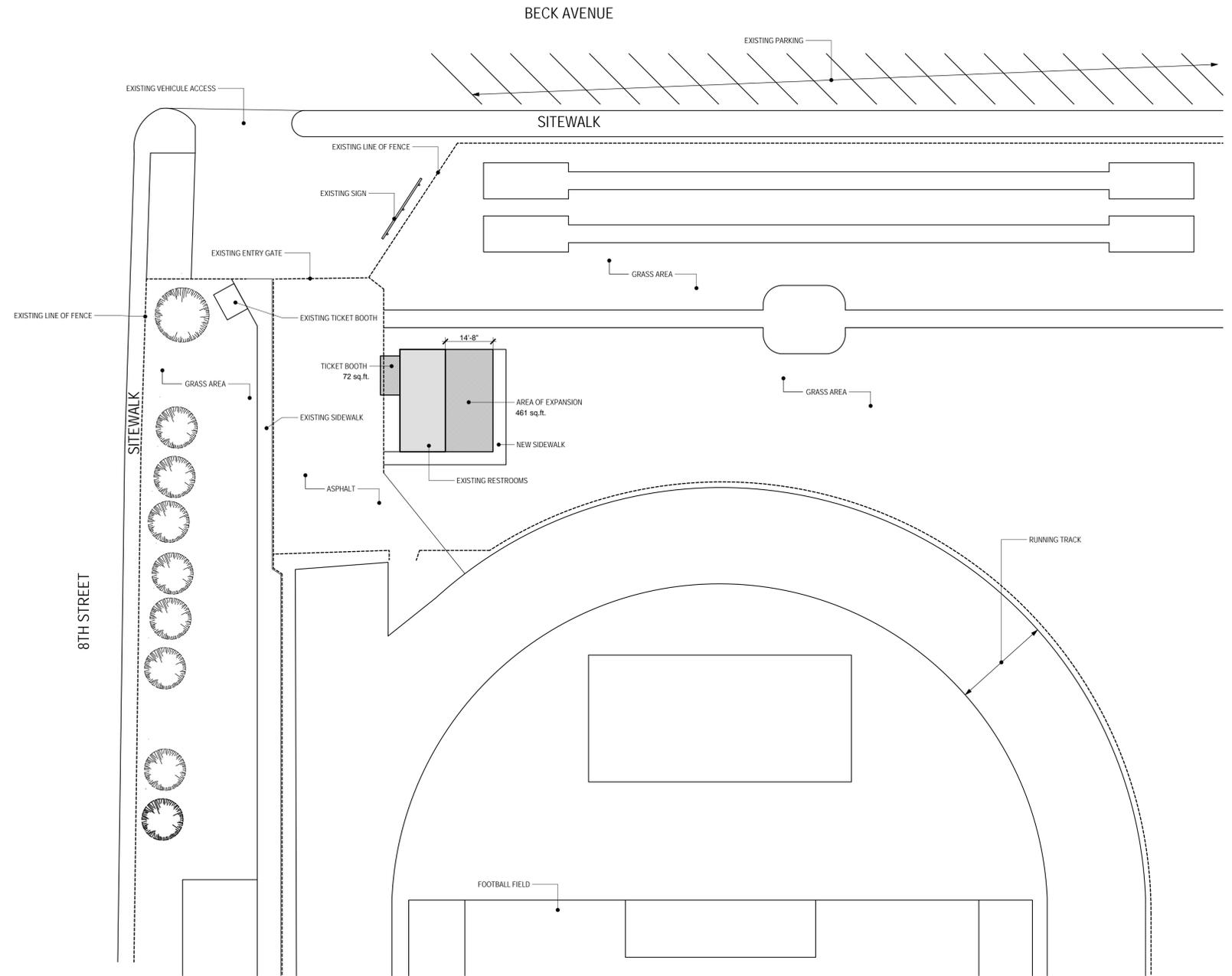


**PARK CO #6 RESTROOMS EXPANSION**  
 1225 10th Street, Cody, WY 82414

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 Cody, Wyoming 82414  
 p. 307-272-4006  
 www.pointarchitects.com

DATE REV.  
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 DATE 4/20/2018  
 SCALE Football Bathrooms.pln  
 BY RHC  
**A0.0**



**SITE PLAN**  
1"=20'-0"

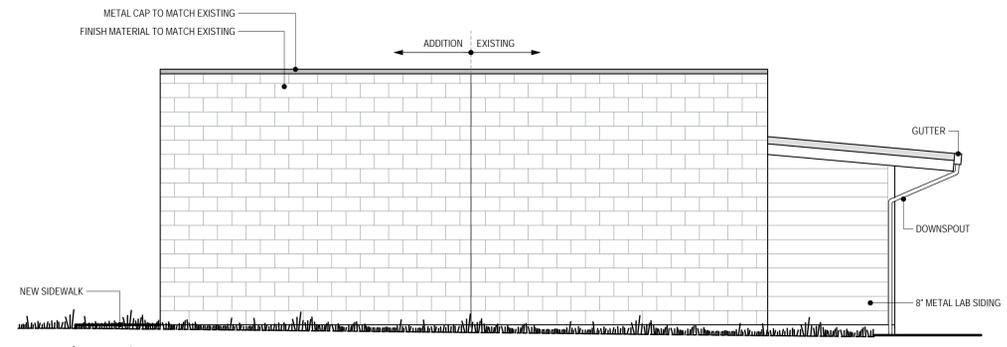
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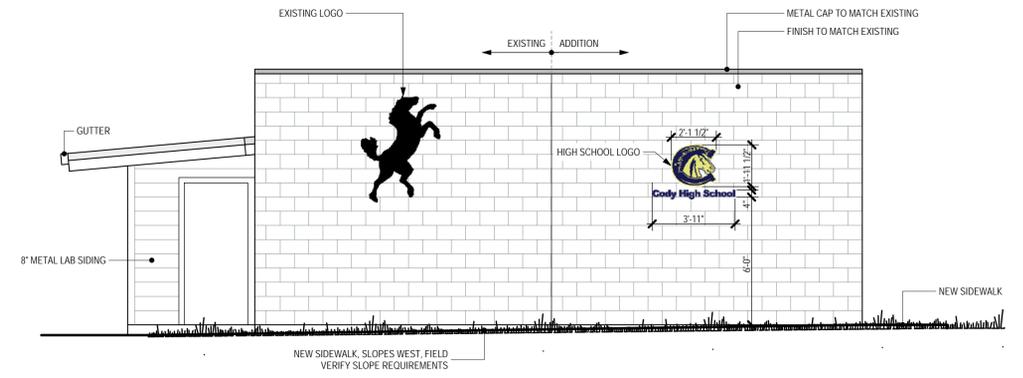
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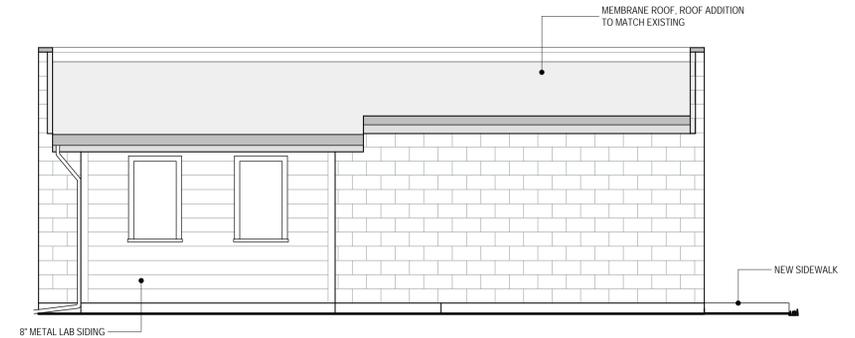




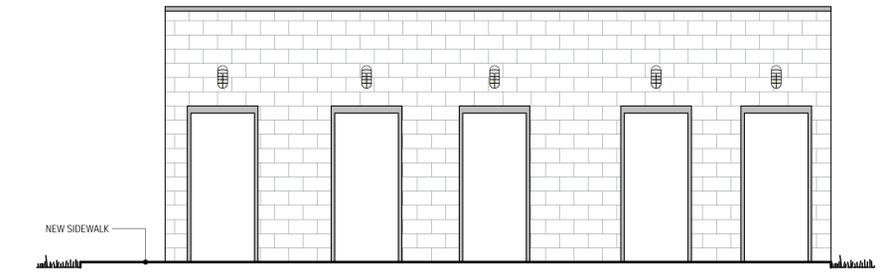
**NORTH ELEVATION**  
1/4"=1'-0"



**SOUTH ELEVATION**  
1/4"=1'-0"

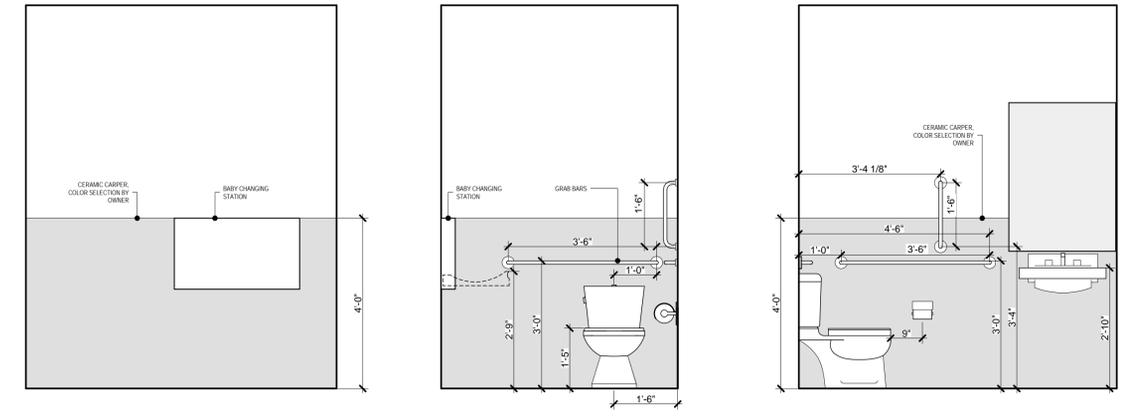


**WEST ELEVATION**  
1/4"=1'-0"

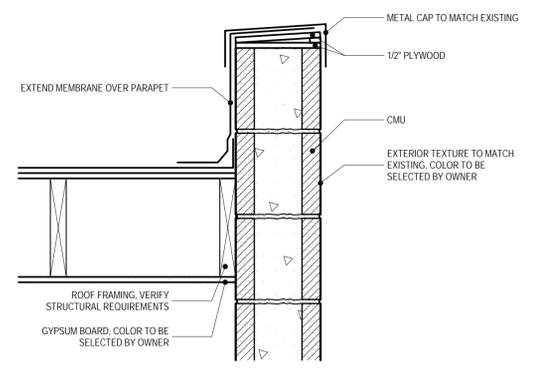


**EAST ELEVATION**  
1/4"=1'-0"

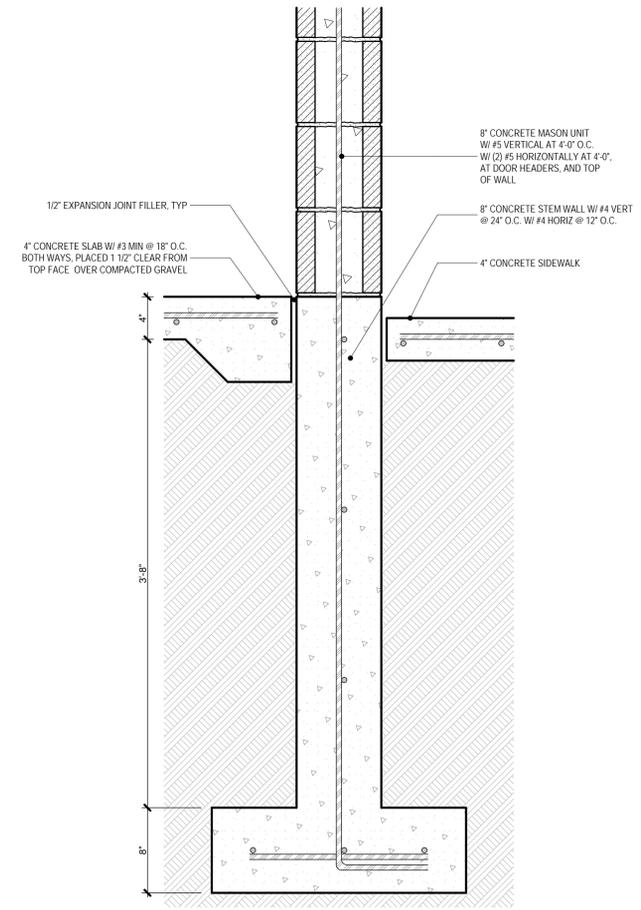
**ELEVATION NOTES:**  
 1. ALL EXTERIOR FINISH MATERIALS SHALL BE AS NOTED ON THE ELEVATIONS.  
 2. SPECIFIC COLORS OF PAINT AND PRE-FINISHED PRODUCTS SHALL BE SELECTED BY THE OWNER AND ARCHITECT.



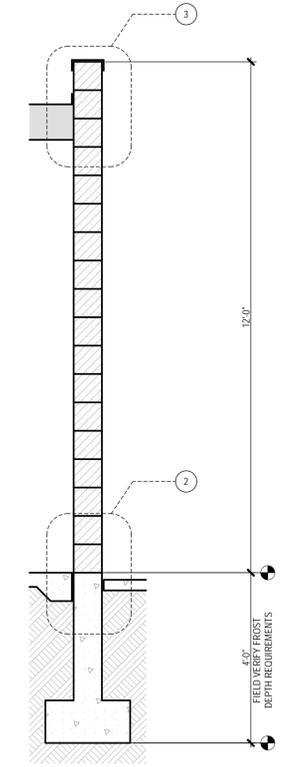
**GENERAL INTERIOR BATHROOM ELEVATIONS**  
1/2"=1'-0"



**DETAIL @ TOP OF WALL** 3  
1 1/2"=1'-0"



**DETAIL @ FLOOR** 2  
1 1/2"=1'-0"



**TYPICAL WALL SECTION** 1  
1/2"=1'-0"

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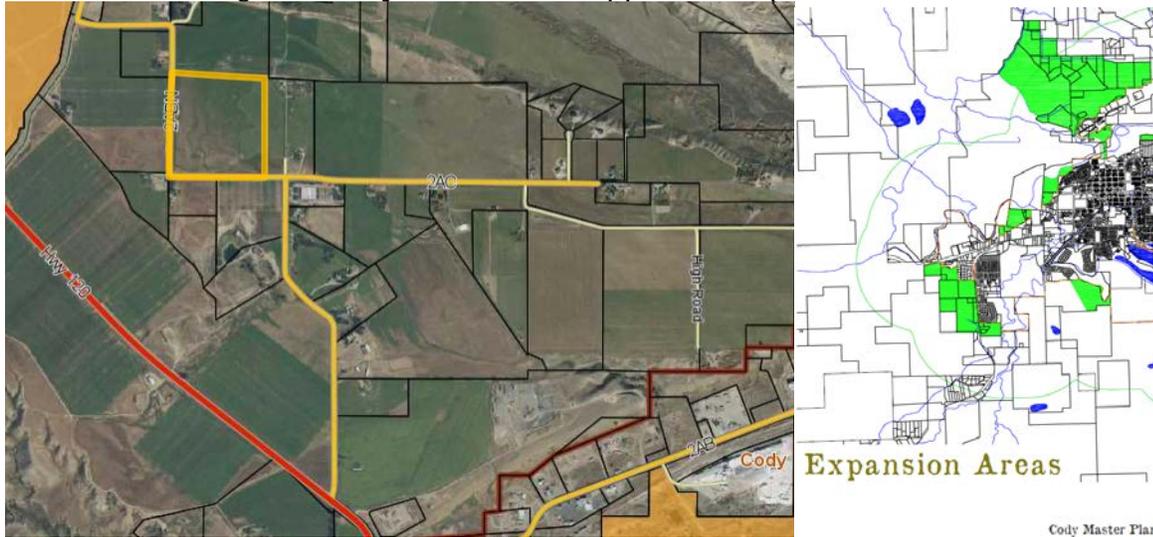
DATE: 4/20/2018  
 SCALE: Football Bathrooms.pln  
 BY: RHC

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

<b>MEETING DATE:</b>	APRIL 24, 2018	<b>TYPE OF ACTION NEEDED</b>	
<b>AGENDA ITEM:</b>		P&Z BOARD APPROVAL:	
<b>SUBJECT:</b>	PRELIMINARY AND FINAL PLAT OF THE HIGBIE WEST 40 SUBDIVISION. AN 8-LOT COUNTY SUBDIVISION. SUB 2018-01	RECOMMENDATION TO COUNCIL:	X
<b>PREPARED BY:</b>	TODD STOWELL, CITY PLANNER	DISCUSSION ONLY:	

**BACKGROUND:**

Ed Higbie has submitted a subdivision application to divide a 43.5-acre property into eight lots. The property is vacant farmland and located north and east of road 2ABN, just west of the intersection with Road 2AC (see highlighted parcel on map). The property is located well outside of the City limits, but within the one-mile area of joint subdivision review specified by State and City codes. The subdivision requires approval by both the county and the city. The county authorized the subdivision at their April 17, 2018 meeting. The City received the application April 11, 2018.



**Cody Master Plan:**

The property is towards the far extent of an identified potential expansion area as established by the Cody Master Plan (page 26). The area was included in a potential expansion area primarily due to the topography of the area which appears to support gravity flow sewer to the City of Cody system. However, with the property being almost a full mile from the current city limits, and 1.2 miles from being able to tie into the nearest sewer main in Road 2AB, providing city sewer for urban level development is simply not feasible at this time. Therefore, County subdivision standards should be

deemed sufficient for development of the property. If the Board and Council agree with this position, it is noted that several variances to the City subdivision standards will be needed, since by default the city subdivision ordinance requires all subdivisions within one mile to fully comply with City development standards.

The County zoning for the area specifies a 5-acre average lot size (GR-5). The proposed lot sizes should preserve some of the potential for future urban level development of the property—if/when urban services become available.

### **SUBDIVISION REGULATIONS**

Applicable subdivision ordinance standards are as follows. Staff comments follow each standard. When a variance from the standard is involved, it is noted.

#### 11-4-2: STREETS, ALLEYS AND EASEMENTS:

*A. Alignment: All proposed streets, alleys and easements shall align horizontally and vertically with existing streets, alleys and easements adjacent to or lying near the subdivision.*

Staff Comment- No new public streets are proposed.

*B. Conform to Master Street Plan: All streets shall conform to the city master street plan for size and approximate alignment.*

Staff Comment- No master planned streets cross this property.

*Items C through O are standards that relate to construction of new public streets and are not applicable to this project as proposed or recommended.*

*P. Alleys: Alleys shall be required in all subdivisions with the minimum width being twenty feet (20'), unless extreme conditions preclude the feasibility of alleys. ...*

Staff Comment: An alley is not necessary for this situation, as all services are provided along the road frontage. A variance would be appropriate.

*Q. Curb, Gutter, Sidewalk, Paved Streets: Curb, gutter, sidewalk and paved streets shall be required in all proposed subdivisions unless waived in accordance with criteria set out in subsection 11-5-2B of this title by the planning, zoning and board, and the city council. All waivers of curb, gutter and sidewalks shall require acknowledgment by the developer on the final plat that future improvement districts for the development of curb, gutter and sidewalks shall be supported by future owners of the lots and be so noted on the final plat. The developer shall be responsible for demonstrating to the city that the grades and location of the proposed improvements shall be compatible with all future development in the area.*

Staff Comment: Road 2ABN is a paved road, within the required easement/right-of-way. Curb, gutter and sidewalk are not necessary for the rural situation. A variance is appropriate.

*R. Street Cross Section: The minimum typical street cross section for each type of street shall be as shown on the master street plan. Details of the city standards for typical paving, curb, gutter, sidewalk, alley aprons and valley gutter sections may be obtained from the city engineer.*

*S. Not applicable.*

Staff Comment: As noted above, a variance would be appropriate here.

*T. Drainage: ...*

Staff Comment: As the subdivision does not propose urban sized lots, a drainage plan does not appear necessary. A variance is appropriate.

*U. Lot Requirements: All lots within a proposed subdivision will meet the following requirements:*

- 1. Lots shall be sized to meet the requirements of the appropriate zoning.*
- 2. Every lot shall abut upon or have access to an approved street or an approved cul-de-sac.*
- 3. Side lot lines shall be at approximate right angles to the street line on which the lot faces.*
- 4. Strip lots established with the intent of restricting access to streets or alleys will be prohibited.*

Staff Comment: All of the four above items are met by this proposal.

OTHER:

Section 11-5-1, DEVELOPMENT AND IMPROVEMENT also includes standards. Applicable standards are listed below.

*F. Sanitary Sewer: ...*

Staff Comment: Public sanitary sewer is not available. The subdivision is subject to DEQ and County standards for installation of septic systems.

*H. Water Mains: ...The system will connect each lot within the proposed subdivision to a minimum six-inch (6") diameter main by the use of a minimum three-fourths inch (3/4") copper service line. ...*

Staff Comment: Water is provided to this area by Northwest Rural Water. They have apparently indicated that they have the capacity to serve the lots. The taps will be provided as part of the subdivision process.

*I. Fire Hydrants: Fire hydrants shall be installed at intervals not to exceed five hundred feet (500') between hydrants and provided with standard hose connections as specified by the fire department.*

Staff Comment: The northwest rural water system does not include fire hydrants in the area of these lots. A variance to the standard is requested.

*N. Public Use Areas: ...*

Staff Comment: A variance is recommended due to the large lot sizes and distance from the city limits.

11-3-3((B)(1) Water Rights:

The application has been reviewed by the Heart Mountain Irrigation District and an irrigation distribution plan developed to utilize the water rights. A water association will be established with the subdivision.

OTHER:

1. The Road 2ABN right of way needs to be clearly labeled on the final plat. (Add road names, right-of-way width, line symbol in legend, and the term "rights-of-way" to the certificate of dedication.
2. The application shows the electric transformers being set near the common lot lines just beyond the shared access driveways. It is recommended that the utility easement be widened to 30 or more feet and the transformer be placed to one side. This configuration would allow the property owners to continue the shared driveways without having the transformer in the way. It would also be out of the way of any future road extension.
3. Note 5 appears irrelevant, as domestic water is being utilized for domestic use and Heart Mountain Canal water for irrigation.
4. The requirement in the subdivision code relating to an agreement to annex has been discussed in the last few County subdivisions. Council has waived the requirement in those situations and is recommended to do so again here.
5. The County has required that the property not be further divided in the future. To avoid potential future confusion, the note should include language to the effect of "...until such time as located within the city limits and provided with City utility services."

**RECOMMENDED ACTIONS:**

Recommend that the City Council grant a variance from the city subdivision development standards for the 8-lot subdivision, on the condition that the subdivision abide by all County development standards; and,

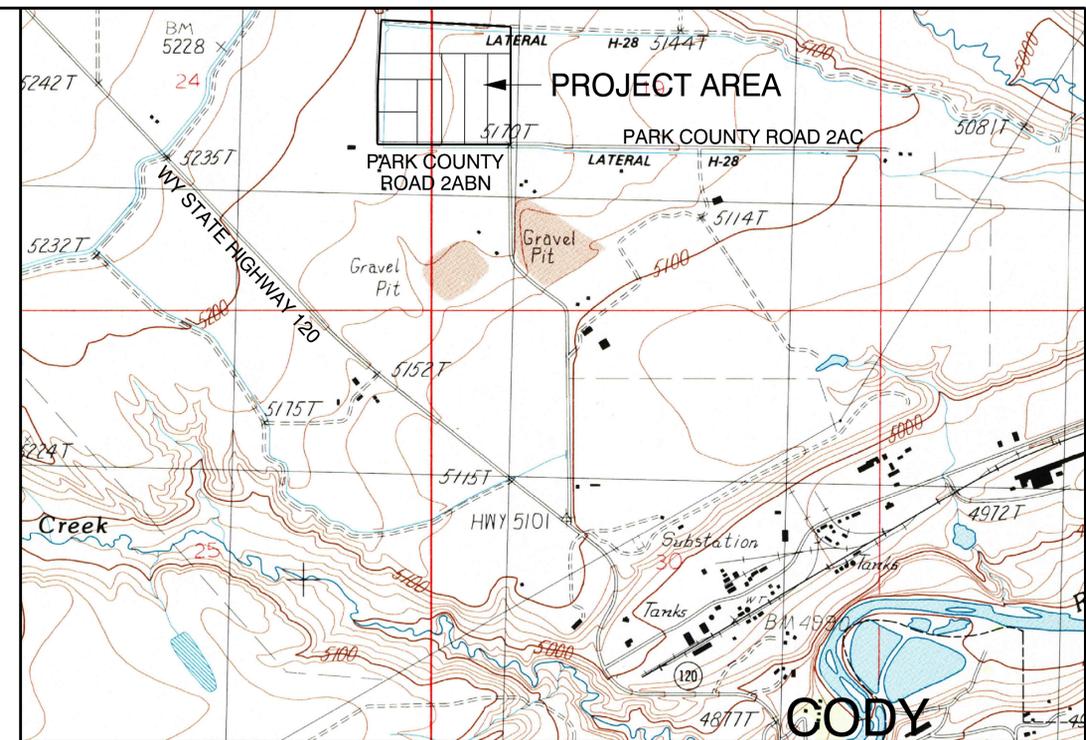
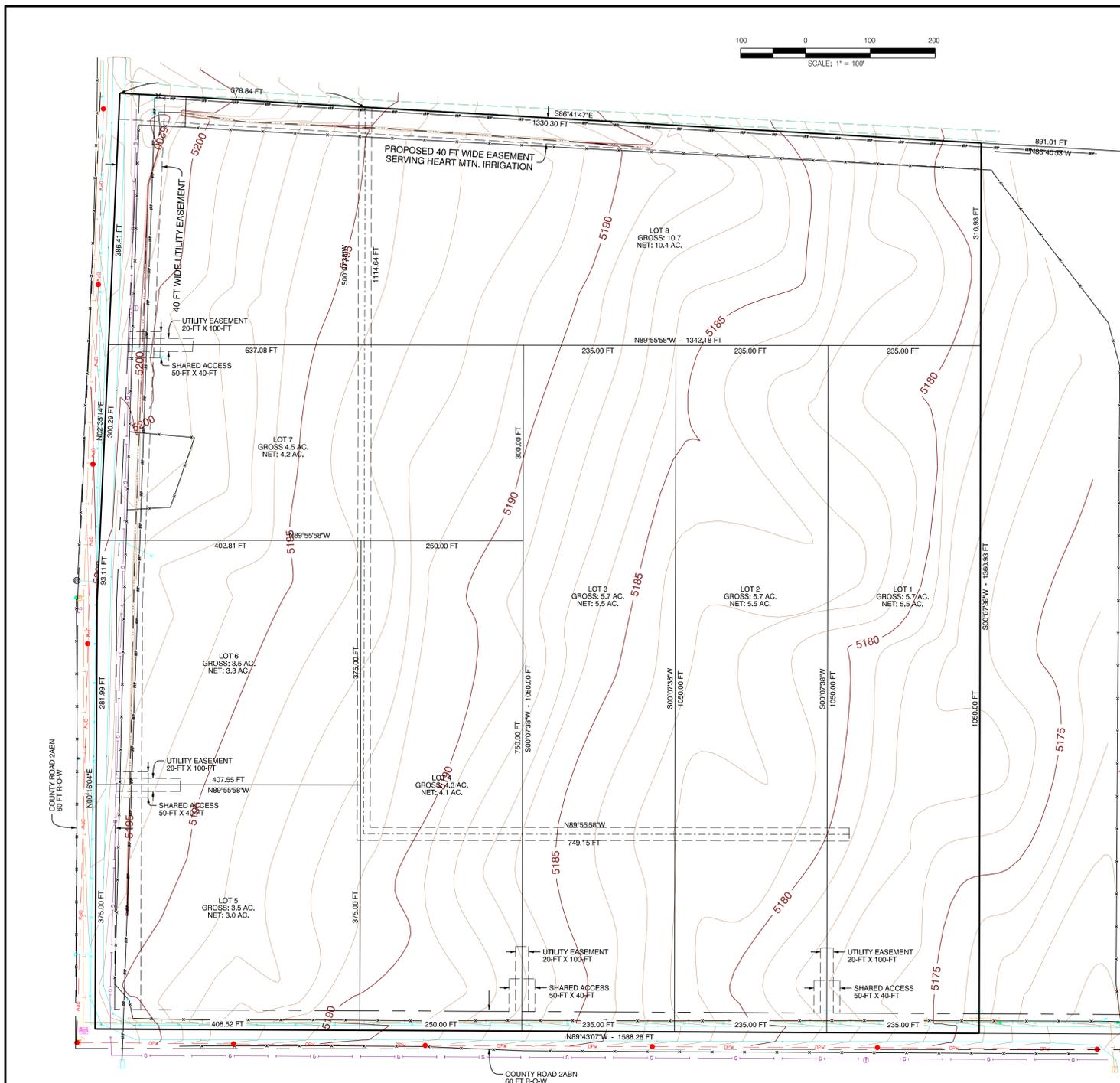
Approve the Higbie West 40 Subdivision, subject to the following:

1. Label the 2ABN right-of-way as noted in the staff report (Other, #1).
2. Modify/remove Note 5 as needed.
3. Clarify the "no further subdivision" note, as noted in the staff report (Other, #5).

The applicant is authorized to modify the utility easement/shared access configuration to address the transformer location recommendation, if desired.

**ATTACHMENTS:**

Preliminary and Final Plat  
Electrical layout plan  
NW Rural Water layout plan  
Irrigation layout plan



VICINITY MAP  
SUBDIVISION NOTES

1. THE SUBDIVISION SHOWN HEREON IS A DIVISION OF PARCEL E
2. GARBAGE DISPOSAL IS AVAILABLE THROUGH LOCAL PRIVATE CONTRACTOR SERVICE.
3. SUBDIVISION IS LOCATED WITHIN FIRE DISTRICT NO. 2.
4. UTILITY INFORMATION:  
ELECTRIC: EXISTING ALONG SOUTH AND WEST BOUNDARY OF SUBDIVISION. ROCKY MOUNTAIN POWER.  
GAS: EXISTING ALONG SOUTH AND WEST BOUNDARY OF SUBDIVISION. BLACK HILLS ENERGY.  
CABLE: EXISTING ALONG SOUTH AND WEST BOUNDARY OF SUBDIVISION. SPECTRUM.  
TREATED WATER: EXISTING ALONG SOUTH AND WEST BOUNDARY OF SUBDIVISION. NORTHWEST RURAL.
5. TOTAL SUBDIVISION AREA IS 43.5 ACRES MORE OR LESS.
6. EXISTING COUNTY ZONING IS GR-5.
7. IRRIGATION FACILITIES: HEART MOUNTAIN IRRIGATION DISTRICT HAS UNDERGROUND FACILITIES ALONG THE WEST AND NORTH BOUNDARIES OF THE SUBDIVISION.
8. ALL LOTS HAVE DIRECT ACCESS TO PARK COUNTY ROAD 2ABN. THE FOLLOWING LOTS WILL UTILIZE A SHARED ACCESS FROM PARK COUNTY ROAD 2ABN AS SHOWN HEREON FOR WHICH MAINTENANCE RESPONSIBILITIES WILL BE JOINTLY SHARED:  
- LOTS 1 AND 2, LOTS 3 AND 4, LOTS 5 AND 6, LOTS 7 AND 8.
9. EXISTING LAND USE IS AGRICULTURAL.
10. NO PROPOSED CENTRAL SEWAGE SYSTEM.
11. TREATED WATER SERVICES TO BE CONNECTED TO EXISTING NORTHWEST RURAL WATER SYSTEM.

DESCRIPTION OF LANDS

ADJUSTED PARCEL E SHOWN ON THE BOUNDARY ADJUSTMENT RECORD OF SURVEY FILED WITH DOC#1996-0003 ON FILE IN THE OFFICE OF THE PARK COUNTY CLERK. SAID PARCEL LOCATED WITHIN PART OF LOTS 11 AND 12, SECTION 24, RESURVEY T.53N., R.102W., AND PART OF LOTS 7 AND 16, SECTION 19, RESURVEY T.53N., R.101W., 6TH P.M., PARK COUNTY WYOMING.

LEGEND

SUBDIVISION BOUNDARY	—————	OVERHEAD POWER	—●—●—
PROPOSED LOT LINES	—————	BURIED GAS	—G—G—
COUNTY ROAD R-O-W	— — — — —	TREATED WATER	—T—T—
PROPOSED EASEMENTS	- - - - -	TELEPHONE	— — —
MINOR CONTOUR	———	BURIED IRRIGATION PIPE	— — —
MAJOR CONTOUR	———	IRRIGATION DITCH	— — —
EDGE OF PAVEMENT	———	FENCELINE	— — —
EDGE OF DIRT ROAD	———		

SURVEY NOTES

BEARINGS AND DISTANCES SHOWN HEREON ARE GEODETIC BASED ON THE WYOMING STATE PLANE COORDINATE SYSTEM, NAD83(2011), WYOMING WEST CENTRAL ZONE.

ELEVATIONS ARE REFERENCED TO NAVD88 BASED ON STATIC GPS OBSERVATIONS AND REPORT CREATED BY THE N.G.S. OPUS TOOL.

CERTIFICATE OF SURVEYOR

I BRETT J. FARMER, OF CODY WYOMING, BEING A DULY LICENSED SURVEYOR IN THE STATE OF WYOMING, HEREBY STATE THE FOLLOWING: THIS PRELIMINARY PLAT SHOWING THE PROPOSED HIGBIE WEST 40 SUBDIVISION OF LANDS SHOWN HEREON AND DESCRIBED IN DOC# 2008-6704 IS BASED ON FIELD WORK PERFORMED BY ME AND UNDER MY DIRECTION BETWEEN OCTOBER, 2016 AND FEBRUARY 2017, AND ON RECORDS ON FILE IN THE OFFICE OF THE PARK COUNTY CLERK; AND THAT THE INFORMATION SHOWN HEREON IS CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF.

PRELIMINARY PLAT

SHOWING:

HIGBIE WEST 40 SUBDIVISION

LOCATED WITHIN  
PART OF LOTS 11 AND 12, SECTION 24, RESURVEY T.53N., R.102W., AND PART OF LOTS 7 AND 16, SECTION 19, RESURVEY T.53N., R.101W., 6TH P.M., PARK COUNTY WYOMING.

APPLICANT:  
ED HIGBIE  
587-5584  
1143 SHERIDAN AVENUE  
CODY, WYOMING 82414

OWNER OF RECORD:  
HIGBIE FAMILY REVOCABLE  
LIVING TRUST  
DOC#2008-6704

<p>SAGE CIVIL ENGINEERING ENGINEERS   SURVEYORS</p>	<p>2824 BIG HORN AVE. CODY, WY 82414 OFFICE: 307-527-0915 FAX: 307-527-0916</p>	<p>JUNE 12, 2017 BY: BF CHK: BF PROJ. # 2016-05 FIELD BK: 2</p>
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**Brett Farmer**

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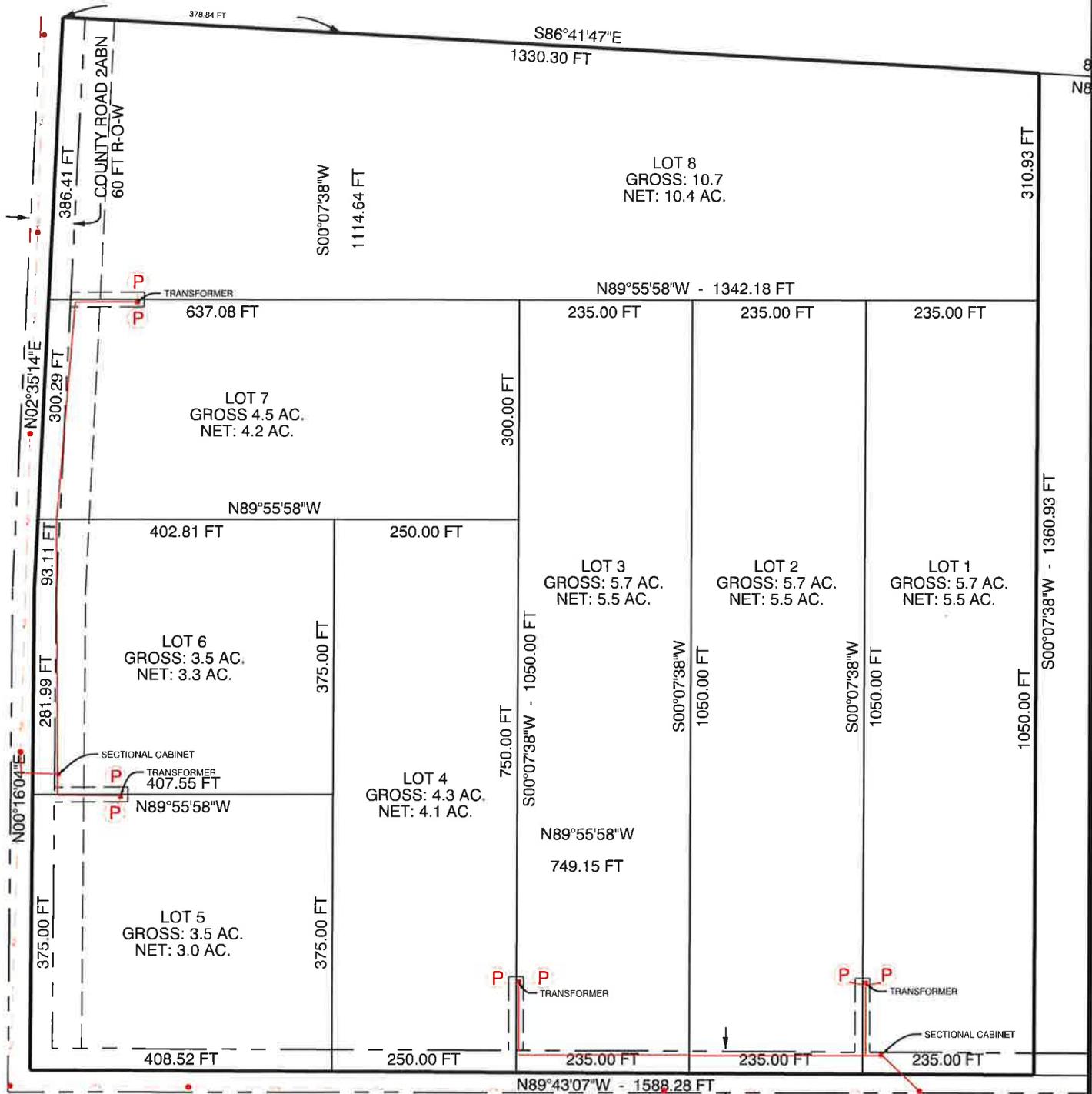
**From:** Thomas, Matthew <Matthew.Thomas@pacificorp.com>  
**Sent:** Tuesday, April 10, 2018 11:04 AM  
**To:** Brett Farmer  
**Subject:** Edwin Higbie eight lot subdivision on 2ABN, Cody WY

To all parties concerned,

I have inspected the site for Mr. Higbie's proposed eight lot subdivision on road 2ABN, Cody WY, it is within Rocky Mountain Powers service area and has access to existing power lines. RMP sees no conflict in providing service to the subdivision, therefore RMP agrees to provide service in accordance with RMP guidelines and Tariff regulations to the proposed subdivision. We look forward to serving Mr. Higbie and his customers as well as the growing Cody community.

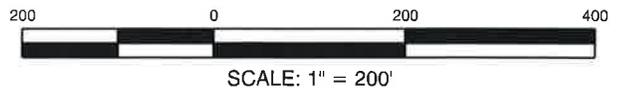
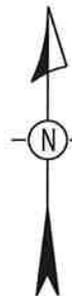
**Matthew Thomas** – District Estimator  
226 West Yellowstone Ave.  
Cody, Wy 82414  
Office: 307-578-3814





### LEGEND

SUBDIVISION BOUNDARY	
PROPOSED LOT LINES	
COUNTY RIGHT-OF-WAY	
PROPOSED EASEMENTS	
EXISTING POWER	
PROPOSED POWER	
PROPOSED POWER SERVICES	



APRIL 5, 2018  
DRAWN BY: BF  
PROJ. # 2016-005

SHOWING POWER PLAN  
TO THE HIGBIE WEST 40 MAJOR SUBDIVISION

SAGE CIVIL ENGINEERING  
ENGINEERS | SURVEYORS

2824 BIG HORN AVE.  
CODY, WY 82414  
OFFICE: 307-527-0915  
FAX: 307-527-0916



# TECHNICAL MEMORANDUM

TO: Mike Mackey, NRWD; Brett Farmer, Sage Civil Engineering  
 FROM: Jeffrey Rosenlund, DOWL  
 DATE: October 6, 2017  
 SUBJECT: Hydraulic Analysis of Higbie West Addition



## HYDRAULIC ANALYSIS OF HIGBIE WEST ADDITION

### Introduction

DOWL was contacted by Northwest Rural Water District (NRWD) and Sage Civil Engineering (Sage) to evaluate the capacity of the system in North Cody Service area to supply water to an area between Road 2ABN and Decade Road. A subdivision of 8 single family residential lots is being planned in this area and is called the Higbie West Addition. DOWL previously performed modeling for the entire water system under the NRWD 2017 Master Plan Level 1 Study. For the Higbie West Addition analysis, DOWL reviewed the findings of the Level 1 Study and added the proposed subdivision demand to the model.

### Proposed Demand

The Higbie West Addition consists of eight single family residential lots. From the design criteria in the Master Plan, a peak day demand of 850 gpd per lot should be used. This yields a peak day demand of 6800 gpd or 4.7 gpm and a peak hour demand of 7.5 gpm.

### Hydraulic Modeling

Table 1 shows the results of hydraulic modeling of the NRWD water system in the area described above before demands of the proposed subdivision are added, but with current inactive tap demands accounted for and in the model. The nodes listed are on the 8-inch water main which runs along Road 2ABN.

**Table 1: Model Results for Existing Demand**

	Elevation (feet)	Average Day Pressure (psi)	Peak Day Pressure (psi)	Peak Hour + Inactive Pressure (psi)
Rd 2ABN/Decade Rd	5172	58	57	56
Rd 2ABN 90 Degree Corner	5196	47	47	45
Rd 2ABN/Branding Iron Trl	5207	42	42	41

# TECHNICAL MEMORANDUM

Existing flow in the 8-inch line at the proposed point of connection is about 16gpm, 30gpm, and 135gpm for average day, peak day, and peak hour scenarios, respectively. Inactive tap demands were considered during the peak hour scenario.

With the addition of the proposed Higbie West Addition demand during peak hour, the following pressures result:

**Table 2: Model Results for Proposed Demand**

	Elevation (feet)	Peak Hour + Inactive + 7.5gpm Pressure (psi)
Rd 2ABN/Decade Rd	5172	55
Rd 2ABN 90 Degree Corner	5196	45
Rd 2ABN/Branding Iron Trl	5207	41

This area is fairly close to the North Cody tank site 402. Due to the site elevation, pressures at the main are not that great but there is plenty of supply. Care should be taken in design of the service lines, to reduce pressure drop between the main and residences.

Also, no residences should be constructed above the elevation of 5199. Any lots constructed in areas where the pressure will be less than 45 psi should disclose this information to the home buyers.

## System Capacity

The modeling results show that the system has adequate capacity to get water from the storage tanks to the distribution system and points of use. Storage and pumping capacity should also be evaluated.

### Storage Capacity

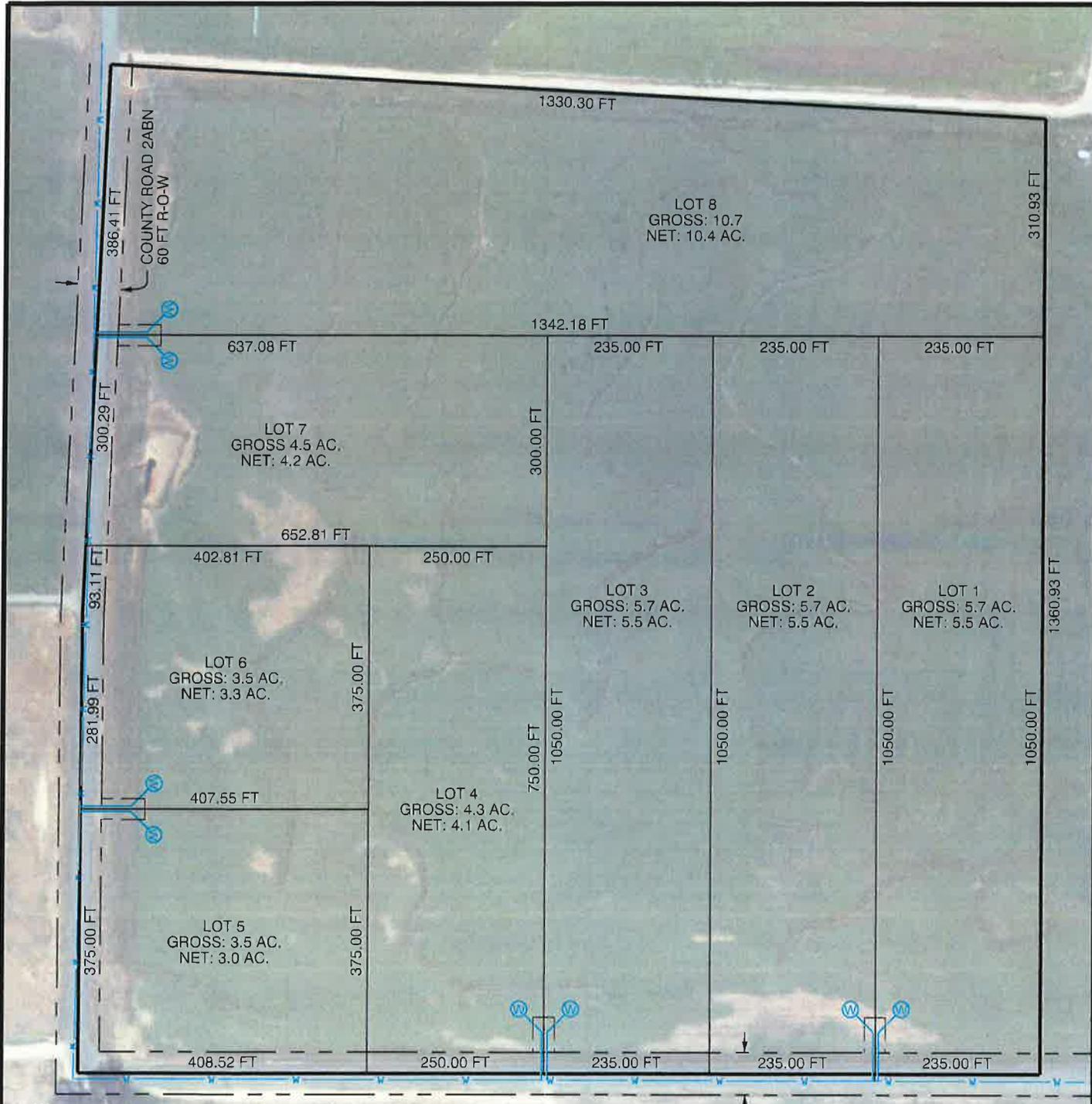
Design criteria for the NRWD systems require that the storage available be large enough to provide at least enough storage for the average day demand. Currently North Cody has an average day demand of 95,000 gpd, including the inactive taps. The proposed addition will require an additional 2,600 gpd be available, raising the average day demand and required storage to 97,600 gallons. The existing storage of 140,000 gallons is sufficient to supply this additional demand plus the active and inactive taps.

### Pump Station/Transmission Capacity

The current peak day demand for North Cody, including inactive taps, is 99 gpm. The Higbie West Addition adds 4.7 gpm to the peak day demand. The North Cody pump station capacity is around 350 gpm, but is limited by the transmission main capacity of 200 gpm. This is sufficient to supply the additional peak day demand plus the active and inactive taps in North Cody.

## Conclusions

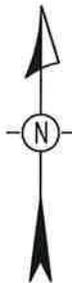
The results of this modeling analysis show that the NRWD Water System in the North Cody Service Area has capacity to supply the demand of the proposed Higbie West 8 lot development.



SCALE: 1" = 200'

**LEGEND**

- SUBDIVISION BOUNDARY
- PROPOSED LOT LINES
- COUNTY RIGHT-OF-WAY
- EXISTING NRW TREATED WATER MAIN
- PROPOSED TREATED WATER SERVICES



**DEMAND SUMMARY**

8 SINGLE FAMILY RESIDENTIAL LOTS,  
 AVERAGE DAILY USE: 185 gpd  
 PEAK DAY USE: 325 gpd

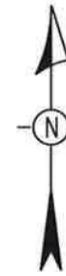
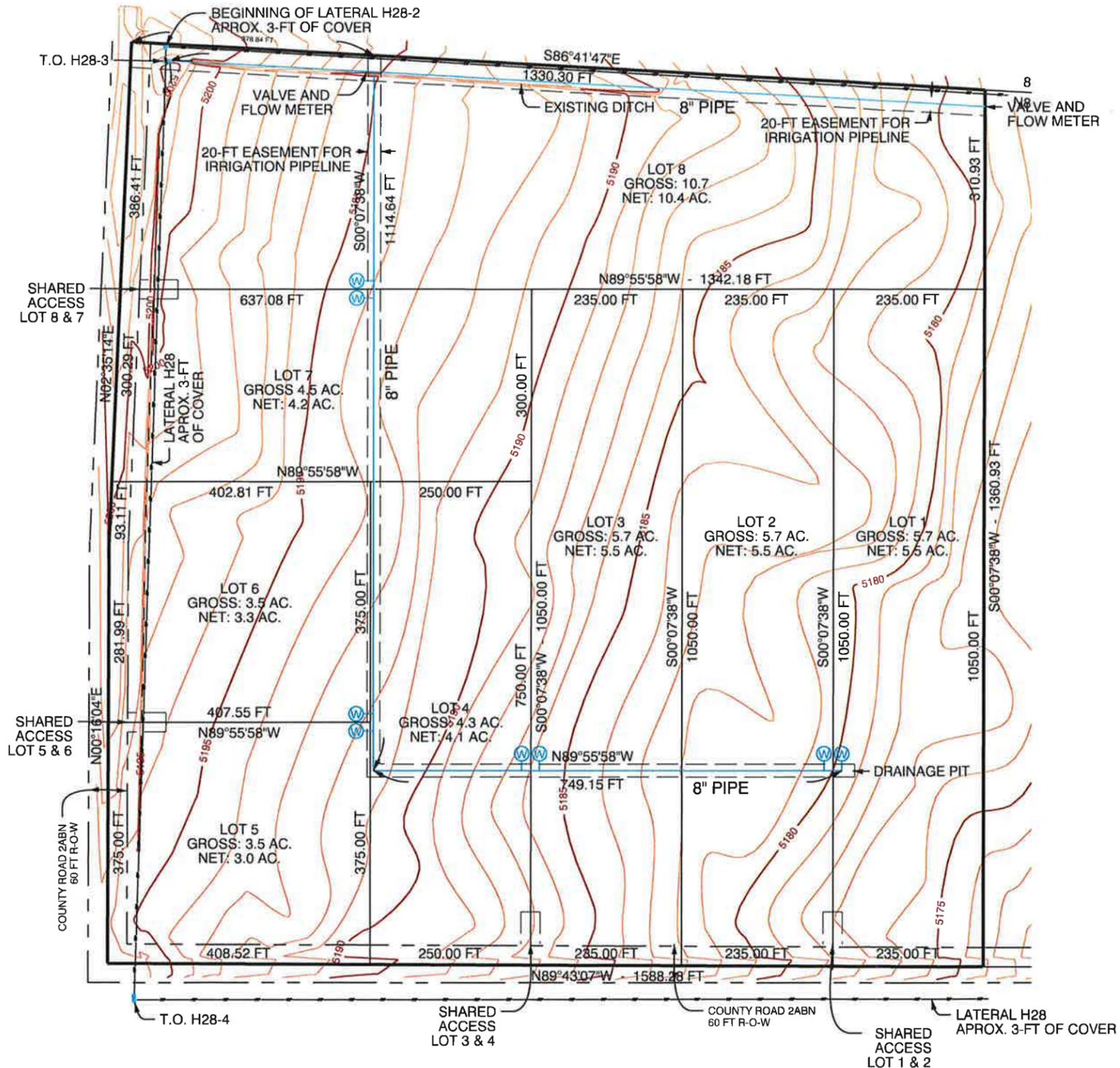
TOTAL SUBDIVISION USAGE  
 AVERAGE DAILY USE: 1,480 gpd  
 PEAK DAY USE: 2,600 gpd

OCT. 2 2017  
 DRAWN BY: BF  
 PROJ. # 2016-005

SHOWING TREATED WATER MAINS  
 ADJACENT TO THE HIGBIE WEST 40 MAJOR SUBDIVISION



2824 BIG HORN AVE.  
 CODY, WY 82414  
 OFFICE: 307-527-0915  
 FAX: 307-527-0916



SCALE: 1" = 100'

**LEGEND**

- SUBDIVISION BOUNDARY
- PROPOSED LOT LINES
- COUNTY RIGHT-OF-WAY
- MAJOR CONTOUR
- MINOR CONTOUR
- EXISTING HEART MOUNTAIN LATERAL
- PROPOSED IRRIGATION PIPES AND SERVICES

**NOTES**

- PROPOSED IRRIGATION METHOD IS TO BE BY SPRINKLER
- WATERING SCHEDULE WILL BE SET BY THE WATER MASTER
- RISER DIMENSIONS ARE TO FOLLOW THIS SCHEDULE BASED ON INDIVIDUAL LOT AREA:

Riser/Pipe Diameter	Lot Size/Acre
1 1/2"	0-1.9
3"	2-6.9
4"	7-14.9
6"	15-24.9
8"	25-35

VALVE AND FLOW METER LOCATED NEAR THE NORTHEAST CORNER OF THE SUBDIVISION IS TO BE INSTALLED ON THE NEIGHBORING LANDS TO THE EAST. INSTALLATION AND MAINTENANCE IS THE RESPONSIBILITY OF THE ADJACENT LANDOWNER.

THE ADJACENT LANDOWNER TO THE EAST, BEING SERVED BY THIS IRRIGATION DISTRIBUTION SYSTEM, IS TO BE A MEMBER OF THE WATER ASSOCIATION.

THE ELEVATIONS OF THE SHARED ACCESSES SERVING THE LOTS WITHIN THE SUBDIVISION FROM ROAD 2ABN ARE TO BE KEPT EVEN WITH THE EXISTING PAVEMENT OF ROAD 2ABN.

CONTOUR INTERVAL  
 MAJOR: 5-FOOT  
 MINOR: 1-FOOT

ELEVATIONS SHOWN HEREON ARE REFERENCED TO NAVD88 BASED ON NGS PID: PX0167

**APPROVAL**

THIS IRRIGATION DISTRIBUTION PLAN HAS BEEN REVIEWED AND APPROVED

THIS \_\_\_\_\_ DAY OF APRIL, 2018.

\_\_\_\_\_  
 RANDY WATTS - DISTRICT MANAGER  
 HEART MOUNTAIN IRRIGATION DISTRICT



# Department of Environmental Quality



To protect, conserve and enhance the quality of Wyoming's environment for the benefit of current and future generations.

Matt Mead, Governor

Todd Parfitt, Director

October 9, 2017

Lee Livingston, Chair  
Park County Commission  
1002 Sheridan Ave.  
Cody, WY 82414

RE: Higbie Major Subdivision, WDEQ Application #17-305

Dear Mr. Livingston:

The Wyoming Department of Environmental Quality (WDEQ) has completed the review of the above referenced subdivision pursuant to W.S. 18-5-306. This letter constitutes our conclusions regarding the feasibility of the proposed water and sewage systems pursuant to the W.S. 18-5-306 (c). The State Engineer's Office (SEO) letter indicated that water rights as outlined in Wyoming Statute 18-5-306(a)(xi) have not been addressed yet and therefore SEO is not supportive of this proposed subdivision at this point of time.

### Summary of Proposed Subdivision

The proposed subdivision consists of eight (8) lots on 43.6 acres located about two miles north of Cody in Park County, Wyoming. Each lot will be greater than 3.5 acres. All homes are proposed to have individual onsite septic systems. Northwest Rural Water System will supply water to each lot.

### Findings As To The Safety And Adequacy Of The Proposed Sewage System

The consultant demonstrated through nitrate mass balance modeling and groundwater travel times that conventional septic tanks and leachfield systems are adequate for this subdivision.

Since Park County has been delegated by the department to issue small wastewater system permits, it is the county's responsibility to ensure, prior to issuing the permits, that all permit requirements and design standards will be met. If enhanced small wastewater treatment facilities are used, WDEQ must be involved in the small wastewater permit approval process by reviewing the design and providing comments to the Park County small wastewater system administrator.

### Findings As To The Safety And Adequacy Of The Proposed Water System

The application included a letter from Northwest Rural Water District (NRWD) stating that NRWD has the capacity to serve the six lot subdivision.

Lander Field Office • 510 Meadowview Drive • Lander, WY 82520 • <http://deq.state.wy.us>

ABANDONED MINES  
(307) 332-5085  
FAX 332-7726

AIR QUALITY  
(307) 332-6755  
FAX 332-7726

LAND QUALITY  
(307) 332-3047  
FAX 332-7726

SOLID & HAZARDOUS WASTE  
(307) 332-6924  
FAX 332-7726

WATER QUALITY  
(307) 332-3144  
FAX 332-7726





**Park County Weed & Pest Control District**  
**1067 Road 13**  
**Powell, WY 82435**

Phone: 307-754-4521 Powell

Phone: 307-527-8885 Cody  
[www.parkcountyweeds.org](http://www.parkcountyweeds.org)

Fax: 307-754-9005

Park County Planning and Zoning Department  
1002 Sheridan Ave. Suite 109  
Cody, WY 82414

June 22, 2017

Dear Park County Planning and Zoning Commission,

Park County Weed and Pest Control District has considered the application for the proposed **Higbie Major Subdivision** located adjacent to Park County Road 2ABN Cody, WY. During this initial survey, the following noxious weed species were identified including but not limited to:

**Canada thistle (*Cirsium arvense*)**  
**Field bindweed (*Convolvulus arvensis*)**  
**Showy milkweed (*Asclepias speciosa*)**

With the potential for significant disturbances during construction of this proposed major subdivision, a Long Term Noxious Weed Management Plan addressing a prevention and control program to minimize the *introduction* or spread of these or any noxious weeds as defined in Wyoming Statutes §11-5-101 inclusive will be required. This should be submitted before the final approval. If applicable, mitigation of noxious weed species should begin before any disturbance commences. (I spoke with the applicant regarding treatment of above species before any seed production should occur for this season). Templates of this required Integrated Weed Management Plan were forwarded to the applicant. Park County Weed and Pest Control District staff can provide technical assistance or referrals if necessary. We appreciate your cooperation in this matter.

Sincerely,

A handwritten signature in cursive script that reads "Mary McKinney".

Assistant Supervisor

cc: Ed Higbie