

CITY OF CODY
PLANNING, ZONING AND ADJUSTMENT BOARD

Minutes of the Regular Meeting Held January 11, 2011 at 12:00 PM

CALL TO ORDER: Chairman Bill Nielson called the meeting to order at 12:02 PM.

New Planning, Zoning and Adjustment Board members Rick Brasher, Bud McDonald and Justin Lundvall were introduced.

Kim Borer made a motion seconded by Jake Ivanoff to nominate Greg Gaspers to be elected Planning, Zoning and Adjustment Board Chairperson for 2011. Greg Gaspers made a motion seconded by Bud McDonald to nominate Bill Nielson to be elected Planning, Zoning and Adjustment Board Chairperson for 2011. Bud McDonald made a motion seconded by Greg Gaspers to close the nominations. Vote to close the nominations was unanimous, motion carried.

Chairman Bill Nielson called for the vote to elect Greg Gaspers as Planning, Zoning and Adjustment Board Chairperson for 2011. Greg Gaspers and Bud McDonald voted in favor of Bill Nielson. Jacob Ivanoff, Kim Borer, Rick Brasher, Bill Nielson and Justin Lundvall voted in favor of Greg Gaspers.

The motion to elect Greg Gaspers as Planning, Zoning and Adjustment Board Chairperson for 2011 carried.

Greg Gaspers made a motion seconded by Bud McDonald to nominate Kim Borer to be elected Planning, Zoning and Adjustment Board Vice Chairperson for 2011. Kim Borer made a motion seconded by Justin Lundvall to nominate Jake Ivanoff as Planning, Zoning and Adjustment Board Vice Chairperson for 2011. Bud McDonald made a motion seconded by Jake Ivanoff to close the nominations. Vote to close the nominations was unanimous, motion carried.

Bill Nielson called for the vote to elect Planning, Zoning and Adjustment Board Vice Chairperson for 2011. The vote was not unanimous. Kim Borer voted in favor of Jake Ivanoff. Jake Ivanoff, Rick Brasher, Greg Gaspers, Bud McDonald, and Justin Lundvall vote in favor of Kim Borer.

The motion to elect Kim Borer as Planning, Zoning and Adjustment Board Vice Chairperson for 2011 carried.

ROLL CALL

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

EXCUSED ABSENCE: None

ABSENT: None

Kim Borer made a motion seconded by Bill Nielson to approve the minutes of the December 14, 2010 regular session meeting.

Vote was restricted to the previous members who attended the meeting. Vote on the motion was unanimous, motion carried.

PRESENTATION OF COMMUNICATIONS:

A. Bill Nielson made a motion seconded by Kim Borer to recommend to council approval of the variance of the off-street parking requirements as defined in Title 9, Chapter 4 of the Cody Municipal Code for Antonio Jurado and the El Vaquero restaurant, located at 2425 Big Horn Avenue with the following conditions:

1. That the variance will expire with sale of the property, change in ownership of the property or change in type of business on the property.

Vote on the motion was unanimous, motion carried.

B. Jake Ivanoff made a motion seconded by Justin Lundvall to recommend to council approval of the Preliminary Plat for the Triple R minor subdivision application submitted by Jim Sommers for property located at Lot 15 of the Greenwing Addition.

Vote on the motion was unanimous, motion carried.

C. Bud McDonald made a motion seconded by Bill Nielson to approve the minor commercial review application submitted by Taco John's for property located at 2207 17th Street 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 free-standing sign will require WYDOT approval if shown to be within the State right-of-way.

Vote on the motion was unanimous, motion carried.

D. Discussion Items:

1. The board discussed the sign approval process and new sign code proposal for the new members. The new sign code will likely come before the Council on February 22, 2011. Members are encouraged to meet with staff with any questions.

E. Council Update:

1. Steve Miller welcomed new members Rick Brasher, Bud McDonald and Justin Lundvall. He thanked the outgoing members Bryan Edwards, Jim P. Williams and James Sulgrove.
2. A board workshop was proposed for January 25th at 10:45 am to meet with legal council to review procedures. Staff will forward the presentation to the members for their review.

F. Board Matters

1. In the Master Plan, communication between the Park County Planning and Zoning board and the City Planning and Zoning board is encouraged. Jacob Ivanoff suggested the City P&Z board attend the County P&Z board meeting on Feb 15th at 7pm. However, due to the conflict with the City Council meeting schedule, a workshop was proposed instead.

The meeting was adjourned at 1:12 PM.

Respectfully submitted,

Jolene Osborne
Engineering Administrative Assistant