

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

Minutes of the Regular Meeting Held February 8, 2011 at 12:00 PM

CALL TO ORDER: Chairman Greg Gaspers called the meeting to order at 12:03 PM.

**ROLL CALL**

**PRESENT:** Kim Borer, Vice Chairman; Rick Brasher; Bud McDonald; Justin Lundvall; Greg Gaspers, Chairman; Steve Miller, Council Liaison; Steve Payne, Public Works Director; Sandee Kitchen, Deputy City Attorney; Councilman Donny Anderson; Jolene Osborne, Engineering Administrative Assistant;

**EXCUSED ABSENCE:** None

**ABSENT:** Bill Nielson; Jacob Ivanoff;

Bud McDonald made a motion seconded by Rick Brasher to approve the minutes of the January 11, 2011 regular session meeting.

Vote on the motion was unanimous, motion carried.

Rick Brasher made a motion seconded by Bud McDonald to approve the minutes of the January 25, 2011 orientation meeting.

Vote on the motion was unanimous, motion carried.

**PRESENTATION OF COMMUNICATIONS:**

- A. Kim Borer made a motion seconded by Justin Lundvall to approve the commercial site application submitted by Bill Holly with Big Bear Motel, LLC dba Big Bear Motors for property located at 225 Yellowstone 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. All newly proposed striping will be completed as well as the handicapped access parking stall must be created and appropriately signed.
  3. The applicant will pay all applicable building fees.
  4. That the sign height will conform to 25 feet or less.

Vote on the motion was unanimous, motion carried.

- B. Bud McDonald made a motion seconded Kim Borer to approve of the commercial site application submitted by Ken Martin with Red Canyon River Trips for property located at 1119 12<sup>th</sup> 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 applicant will coordinate with the Electric Department and the Police Department regarding the moving of the building.

Vote on the motion was unanimous, motion carried.

C. Discussion Items:

1. Greg Gaspers reminded the board of the February 15<sup>th</sup> joint City and County P&Z Board meeting at 6:00 p.m. with the regular County P&Z Board meeting beginning at 7:00 p.m.

D. Council Update:

1. Steve Miller introduced and welcomed Councilman Donny Anderson.

E. Staff Update

1. Steve mentioned the Canyon Avenue meeting that was held last Thursday and that the council would be taking that information further.
2. Steve outlined where in the sign code is in the revision process. It is likely that the first reading will come before the council in the second meeting in March, but it could be later.

The meeting was adjourned at 12:39 PM.

Respectfully submitted,

Jolene Osborne  
Engineering Administrative Assistant