

CITY OF CODY
PLANNING, ZONING AND ADJUSTMENT BOARD
TUESDAY, SEPTEMBER 25, 2012
CITY HALL COUNCIL CHAMBERS @ 12:00 NOON

AGENDA

1. Call to Order by Chairperson Kim Borer
2. Roll Call, excused members
3. Pledge of Allegiance
4. Approval of Agenda
5. Approval of Minutes for the September 11, 2012 - Regular Meeting
6. NEW BUSINESS:
 - A. Vacation of Property Application —Gee Properties, Inc. Portion of 7th Street
Proposed vacation of a portion of 7th Street submitted by Allen & Virginia Gee
 - B. Landscape and Site Plan Review —McDonald's Restaurant at 2005 17th Street
Proposed parking, exterior and ADA modifications submitted by URS Corp
7. Approved Sign Applications
 - A. V.F.W. Post 2673 —808 12th Street
Electronic Readerboard
 - B. Yellowstone National Park —West Yellowstone Avenue
Electronic Display
8. P&Z Board Matters (announcements, comments, etc.)
9. Council Update: Steve Miller
10. Staff Items
 - A. Master Plan Opportunity Activity
Schedule meeting date and time
 - B. Sign Enforcement
11. 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, September 11, 2012

A regular meeting of the Cody Planning, Zoning and Adjustment Board was held in Council Chambers of City Hall in Cody, Wyoming on Tuesday, September 11, 2012 at 12:00 PM

Present: Kim Borer, Chairperson; Justin Lundvall; Rick Brasher, Vice Chairperson; Mark Musser; Bud McDonald; Bob Senitte; Steve Miller, Council Liaison; Sandra Kitchen, Deputy City Attorney; Todd Stowell, City Planner; Donny Anderson, Councilperson; Jolene Osborne, Engineering Administrative Assistant;

Excused Absence: Jacob Ivanoff;

Chairperson Kim Borer called the meeting to order at 12:01 PM, followed by the pledge of allegiance.

Rick Brash made a motion seconded by Bob Senitte to approve the agenda. Vote on the motion was unanimous, motion carried.

Bob Senitte made a motion seconded by Bud McDonald to approve the minutes of the August 28, 2012 regular meeting. Vote on the motion was unanimous, motion carried.

PRESENTATION OF COMMUNICATIONS:

Todd Stowell presented the staff report noting the parking and drainage changes. He also highlighted the proposed sign. The proposal appears to have a portion of the sign within the city utility easement. He mentioned that a portion of the parking will be over city sewer lines and the required cover must be met.

Pat Davies of Sanderson Stewart presented the proposal for primarily employee parking and sign modifications for Billings Clinic Cody at 201 Yellowstone Avenue.

Justin Lundvall made a motion seconded by Rick Brasher to approve the site plan application submitted by Billings Clinic Cody for property located at 201 Yellowstone Avenue, as presented subject to the engineer providing verification that a minimum of five feet of cover will remain over the existing sewer main, and that the sign location be shifted to be outside of the 15-foot utility easement. Vote on the motion was unanimous, motion carried.

Todd Stowell summarized the proposal by Jim Sommers to construct a 10-bay RV storage at 416 D-Y Avenue. There is no landscaping proposed. There are lots between this property and Yellowstone Avenue. Additionally the applicant will need to extend the water line to provide fire protection. If the board would require landscaping, a water tap and extension of a private waterline would be necessary. The City is in the process of the West Strip water main extension project which is expected to be completed this winter. Todd also reviewed technicalities of D-Y Road.

Jim Sommers of Redwing, Inc. spoke regarding his timeframe in view of the City water main extension project. He would prefer to obtain the building permit and begin construction before the water main extension is completed. He is agreeable to waiting for the project completion before occupancy of the building.

Rick Brasher made a motion seconded by Justin Lundvall to approve the site plan application submitted by Jim Sommers for property located at 416 D-Y Avenue subject to:

1. That the building permit not be issued until after the plans for the water main extension is approved by the City and DEQ, and necessary easements recorded with the County.
2. That the building not be occupied until after the City has completed the West Strip waterline project, the applicant has installed the water main to the approved location, and the extension is accepted by the City.
3. That the engineer certify that the storm water facilities have been constructed as designed prior to occupancy of the building.
4. That the property owner sign and record an agreement committing to participate in any future road project to improve D-Y Road to a City street standard. The agreement must be recorded prior to issuance of the building permit.
5. That the project must otherwise comply with the submitted site plan and applicable building, fire, and electrical codes.

Vote on the motion was unanimous, motion carried.

Todd Stowell presented the staff report regarding the request for the vacation of a portion of 7th Street by Allan and Virginia Gee.

Dr. Allan Gee of Gee Properties, Inc. presented a PowerPoint slideshow outlining his request for the vacation of a portion of 7th Street.

Mark Musser was in approval of the proposed 20 feet width. Rick Brasher was in favor of the opportunity to allow more of a distance from the neighborhood. He also agreed the likelihood of the city extending 7th Street to the south is slim.

Rick Brasher made a motion seconded by Mark Musser to recommend to Council the approval of the street vacation as presented subject to the following:

1. Reserving the area being vacated as a public utility easement.
2. Payment of fair market value for the land.
3. The replacement of the existing lane with one of equal or better functionality prior to the vacation being effective.

Rick Brasher, Justin Lundvall and Mark Musser voted in favor of the motion. Kim Borer, Bud McDonald and Bob Senitte were opposed. Motion failed.

Todd Stowell asked the board for more input in regard to the two-way and one-way use of the street. Kim Borer would like to see results of the current traffic study before making a recommendation. Bud McDonald was not sure how effective one-way signage would be. Mark Musser agreed.

The master plan consultants were here last week meeting with the advisory committee. Todd Stowell requested the public submit any ideas for opportunities that could be addressed by the Master Plan Update.

Meeting adjourned at 12:47 PM

Jolene Y. Osborne
Engineering Administrative Assistant

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

MEETING DATE:	SEPTEMBER 25, 2012	TYPE OF ACTION NEEDED	
AGENDA ITEM:		P&Z BOARD APPROVAL:	
SUBJECT:	REQUEST TO VACATE A PORTION OF THE 7 TH STREET RIGHT-OF-WAY, SOUTH OF PLATINUM AVENUE. FILE: VAC 2012-01	RECOMMENDATION TO COUNCIL:	X
PREPARED BY:	TODD STOWELL, CITY PLANNER	DISCUSSION ONLY:	

BACKGROUND AND ANALYSIS:

At the last Planning and Zoning meeting, the street vacation request was reviewed by the Board, as requested by the City Council. Due to a 3 to 3 tie vote, there was no recommendation given. Council discussed the result at their Thursday work meeting on September 13, 2012, at which time they decided to remove the matter from their agenda until additional information could be submitted, including a site plan and traffic count. The timing of the situation now allows the P&Z Board to receive and consider additional information before the Council considers the vacation request at their October 2, 2012 meeting.

A site plan, indicating the applicant's intent for development of the property has been submitted—see attached. The site plan has not been fully reviewed and is not presented for final approval at this time, but other than changes that may be required by the City, it represents the applicant's preference.

The applicant has also submitted a letter indicating his intentions for development of the property—see attached.

Some of the discussion related to the street vacation appears to center not around the potential need for the City to utilize part or all of the right-of-way, but that Dr. Gee's proposal is being interpreted as a moving target, and that the project may become much larger than anticipated by the Council and P&Z Board if the street vacation is granted. Now that we have received the formal site plan, the project is more defined and if the applicant is willing to commit to this site plan, I think much of this concern would be alleviated.

Potential Size:

Initially, before the rezone was acted on by Council, staff calculated that on the two lots purchased by Dr. Gee a two-story building of at least 5,250 to 6,300 sq. feet, with 21 parking spaces, could be provided. That was based on a 3,000 sq. ft. building footprint, parking ratios of 250 to 322 square feet of building per parking space, and

the talk that it was to be a two-story building. The applicant had not submitted a site plan during the rezone phase of this project, so those calculations were simply an estimate.

In preparation for this meeting, staff went back and looked at options for maximum development of the property, so as to compare whether the proposal reflected by the new site plan was larger, smaller, or roughly equivalent to what could be accomplished without the vacation. A rendering using Google SketchUp is attached, which depicts a realistic, but not proposed, maximum development, based on one parking space per 300 sq. ft. of building. The site, without the vacation, could be developed to meet zoning ordinance requirements and provide 8,400 square feet of office and 28 parking spaces. While the rendering is not pretty and does not represent any work or ideas proposed by Dr. Gee, it does clearly demonstrate what could be done on the property without the street vacation. The rendering with the taller building shows a 35-foot tall building. The shorter building is 26 feet tall. The fence is 6' tall and the green area is the required 15-foot buffer. While the renderings show the building on the east side of the property, it would also work to place the building up against the west property line (7th Street R/W).

It is noted that the parking ordinance does not base required parking for commercial buildings on the square footage of the building, but on the number of employees and average number of customers. The ratios, which are from different editions of the Parking Generation manual published by the Institute of Transportation Engineers, were used because we did not have more specific information. For comparison, the Cody Medical Arts Complex has a parking ratio of one space per 336 square feet of building (134 spaces for 45,102 sq. ft., based on site plan and assessor data).

Rezone Limitations:

When the rezone was approved, it was with the agreement that use of the property would be limited to "professional office" and that height and percentage of lot area covered by buildings would be the same as set forth in the Residential B Zone. That means a maximum 35-foot height limit, and 50% lot coverage. Note that there is not a specific restriction on the number of stories in the Residential B zone, so none was required in the rezone agreement. A copy of that agreement is attached.

50% lot coverage on the original two lots would be 7,340 square feet. The applicant's requested site plan has a building footprint/lot coverage of approximately 3,650 square feet, which is less than 50% of the original property size.

One-way or two-way:

In the original presentations of the concept, the applicant, or at least his representatives, talked about having 7th Street be a one-way street, in order to reduce the amount of traffic utilizing Platinum Avenue to get to the Cody Medical Arts Complex. It was presented as an attempt to address neighbor concerns about traffic. If the

street were one-way, more of the right-of-way could be vacated than if the street needed to be two-way. The applicant now clearly holds the position that the decision as to whether 7th Street is one-way or two-way is solely at the City's discretion—he can work with either option.

Recent correspondence with the Cody Medical Arts Complex (CMAC) confirms their position that they prefer this section of 7th Street to remain two-way—see attached email. Current usage is clearly two-way. At the request of the City Council, a traffic count was taken on this section of 7th Street between Platinum Avenue and CMAC. The traffic count began at 2:30 p.m. on Thursday, September 6, 2012 and continued for eight days, until 2:30 p.m. on Friday, September 14, 2012. On average, there were approximately 9.7 vehicles per hour, or one vehicle every 6.18 minutes, traveling south, towards the CMAC property, from 8:00 a.m. to 6:00 p.m. each day. The average number of vehicles traveling north, towards Platinum Avenue from 8:00 a.m. to 6:00 p.m. each day was approximately 16.8 vehicles per hour, or one vehicle every 3.57 minutes.

CMAC Entrance/Exit:

Another item of discussion with the City Council has been the configuration of the entrance/exit of CMAC. In an email from CMAC, they now state that they prefer to maintain the existing configuration, and they are fine with how it ties into the proposed improvements for 7th Street and the Gee Property. The configuration acts as a traffic-calming feature, forcing vehicles to slow in order to maneuver the turn, or wait for oncoming traffic to clear before entering. Staff provided an email to the Council indicating how the configuration functions as a "chicane". The email and accompanying document is attached.

Based on the retention of the CMAC exit in the existing configuration, and the preference to have a sidewalk on the west side of 7th Street, the recommendation of Public Works and Planning staff is to vacate only the east 20 feet of the 50-foot wide right-of-way. The proposed site plan is based on a 20-foot vacation. The application was originally for 25 feet.

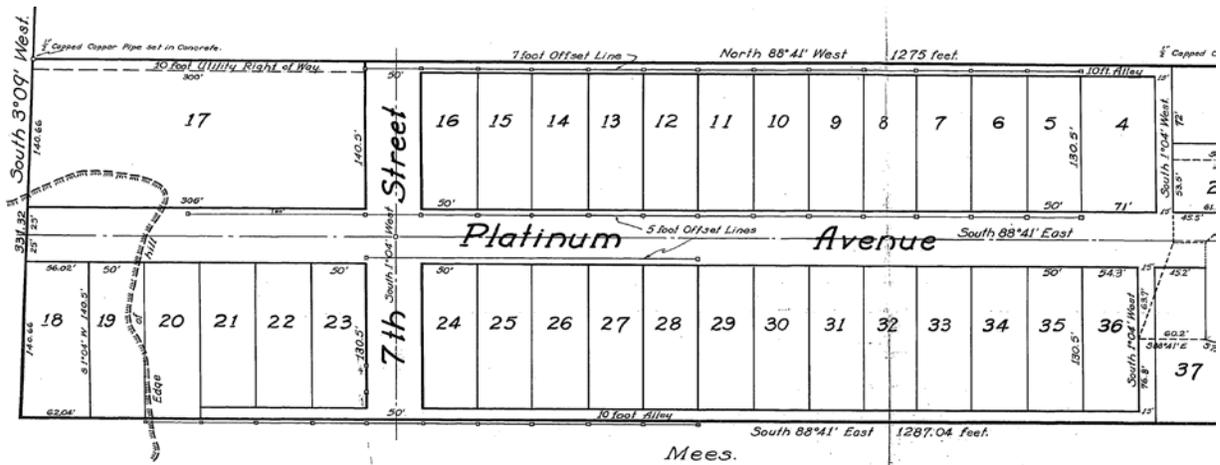
Reminders from prior staff report:

The south fifteen feet is not requested to be vacated, as it would serve as an alley between the existing 10-foot wide alley along the south of the Gee property and the remaining right-of-way.

The area requested to be vacated would be reserved and retained as a public utility easement because it contains and is needed for maintenance of several existing utility lines (city water, sewer, irrigation, and phone). This precludes any buildings from being placed in this area.

Original Plat:

The right-of-way was dedicated with the Brown's Second Addition plat in 1951, yet has never been improved with a City street. The right-of-way presently contains a 14-foot wide paved lane that was constructed in 2002 or 2003 by the Cody Medical Arts Complex as a secondary access.



7th Street R/W, Looking South:



7th Street R/W, Looking North from CMAC:



CMAC Exit, Looking North from CMAC:



Sale Price:

If the land is vacated, it is recommended that it be sold at fair market value. The County Assessor values the Gee property at \$4.79 per sq. ft. of land (average of both lots). Due to the retention of a utility easement on the land requested for vacation, the land proposed to be vacated cannot be built on, and therefore clearly has a lesser value. In City negotiations for easements from private landowners, the value offered is typically half the assessed land value, leaving the property with half of its assessed value. If Council and Gee Properties, LLC agree on the application of this method to this situation, the amount would be \$2.39 per square foot of land. If the 20' width is vacated at \$2.39 per square foot, the compensation to the City would be \$5,999.

ATTACHMENTS

Letter to Council.

Staff renderings of maximum development w/o street vacation.

CMAC Email.

Rezone agreement.

Chicane documents.

Applicant's desired site plan.

(Note: Comment letters and past packet information are available upon request.)

ALTERNATIVES

Recommend approval of the street vacation request, or a portion thereof, or recommend against the street vacation request.

If the recommendation is for the street vacation or a portion thereof, it should be with the following conditions:

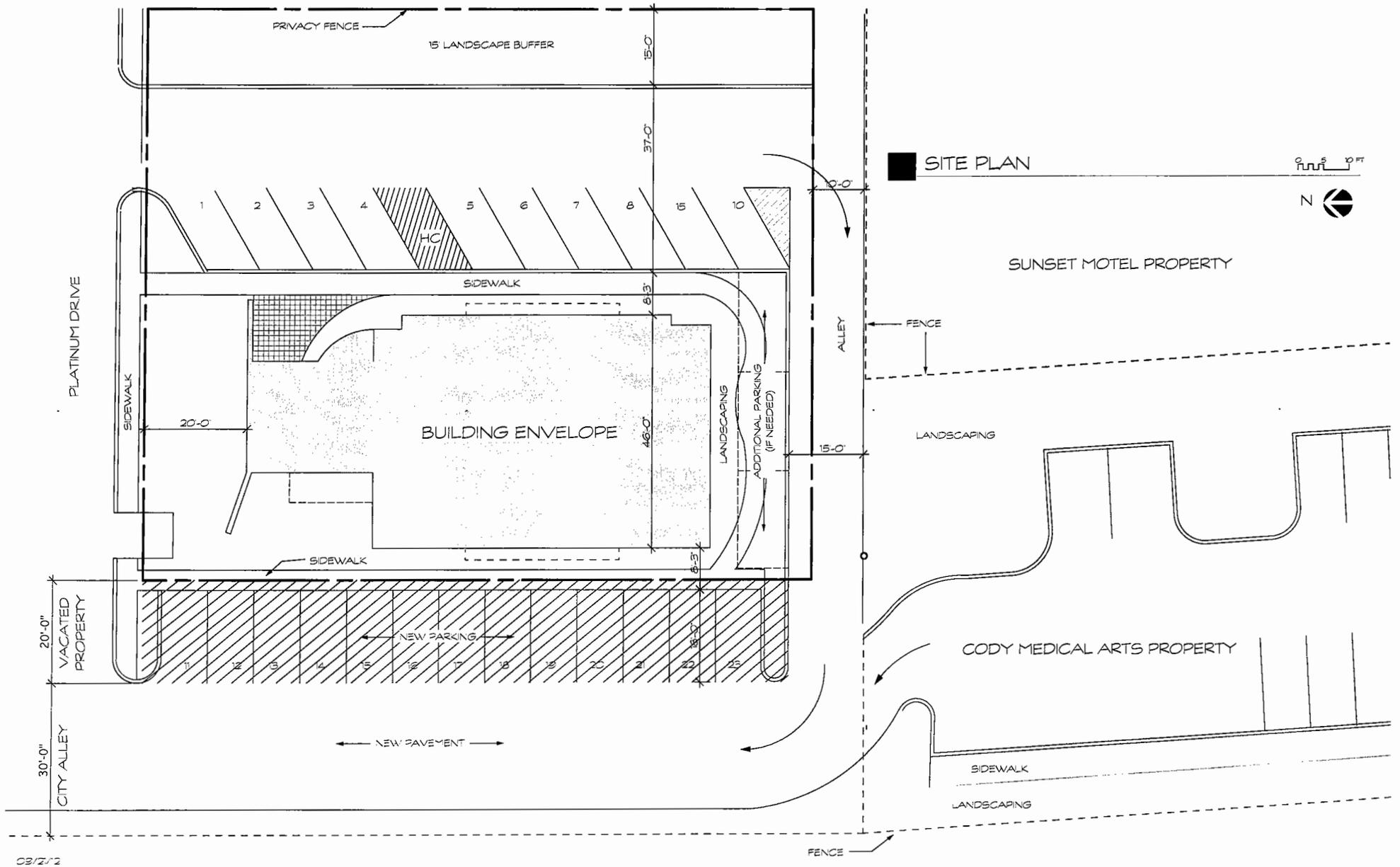
- 1) Reserving the area being vacated as a public utility easement.
- 2) Payment of fair market value for the land.
- 3) Improvement of the remaining right-of-way with asphalt, curb and gutter, and sidewalk. Such construction shall be according to City standards.
- 4) Commitment to follow the submitted site plan, except as may be necessary to meet City requirements identified through the site plan and building plan review processes.

RECOMMENDED MOTION FOR APPROVAL

Recommend to City Council the vacation of the east twenty feet of the 7th Street right-of-way between Platinum Avenue and the Cody Medical Arts Complex property, except for the south 15 feet, subject to the following:

- 1) Reserving the area being vacated as a public utility easement.
- 2) Payment of \$5,999 for the land.
- 3) Improvement of the remaining right-of-way with asphalt, curb and gutter, and sidewalk. Such construction shall be according to City standards.

- 4) Commitment to follow the submitted site plan, except as may be necessary to meet City requirements identified through the site plan and building plan review processes.



SITE PLAN

0 10 FT



SUNSET MOTEL PROPERTY

FENCE

LANDSCAPING

CODY MEDICAL ARTS PROPERTY

SIDEWALK

LANDSCAPING

FENCE

FRONTIER NEUROSCIENCES, LLC

Allen L. Gee, MD, PhD, FAAN

Board Certified Neurologist

info@frontierneuro.com

September 17, 2012

Madam Mayor, Members of the Council.

I was asked to outline, in writing, a description of my current business and my "future dream" for the clinic I wish to create on Platinum.

Frontier Neurosciences (FNS) opened for business in Cody in 2003 on a part-time basis. In August of 2004, Virginia and I relocated our family to Cody and began the first full-time Neurology practice in Cody. We currently have 5 full-time employees including myself and a part-time employee. These are jobs that have been created here in Cody. We currently see between 3-5 patients/hour.

FNS provides the only Neurology care in the Bighorn Basin. We would like to expand our services to include Electroencephalography and sleep medicine. Another goal, working with Dr. Bradley Low, is to create a comprehensive integrated pain clinic. In addition to Dr. Low, who currently works with FNS, we intend to implement/integrate other aspects of healthcare to treat the entire patient. Virginia Gee, a physical therapist with training and experience treating chronic pain, will be working in the clinic part-time. In addition, we intend to include behavioral medicine/counseling services. We will involve other aspects of healthcare as we are able to accommodate them such as therapeutic yoga, nutrition consultant and massage therapy.

In order to exist and thrive in a medical business in Cody, and particular with this endeavor, we must be able to attract patients that might otherwise choose Billings, Missoula, Denver or Salt Lake. We believe we can and will create a high quality patient experience that will draw patients to Cody. To accomplish this goal we need a state of the art facility and well trained providers.

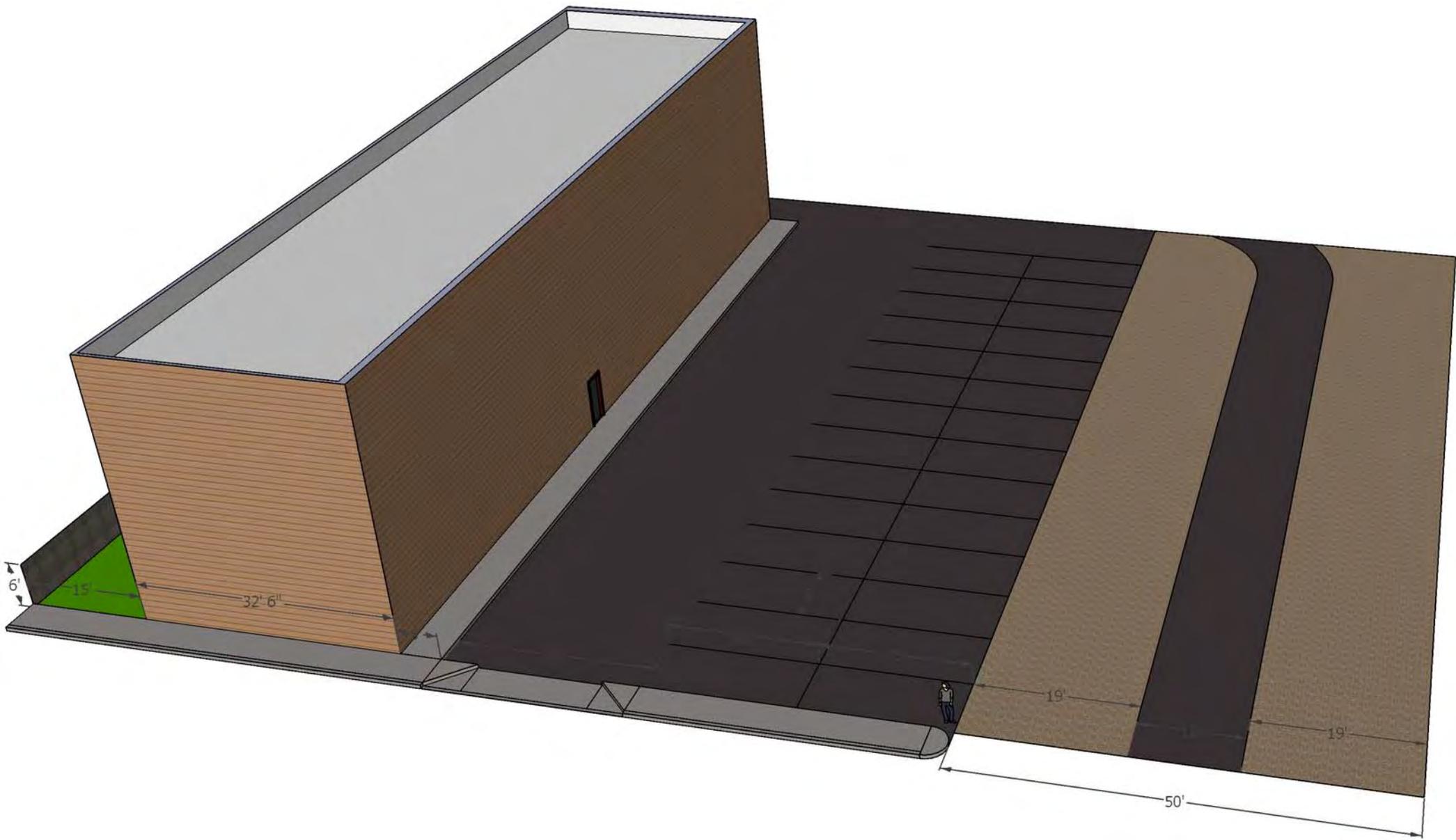
We understand that destination healthcare/medical tourism is a novel concept for our community, but one we believe will succeed here. We appreciate the City Councils willingness to work with us to create our clinic, enhance our healthcare offerings in Cody and expand business in the community.

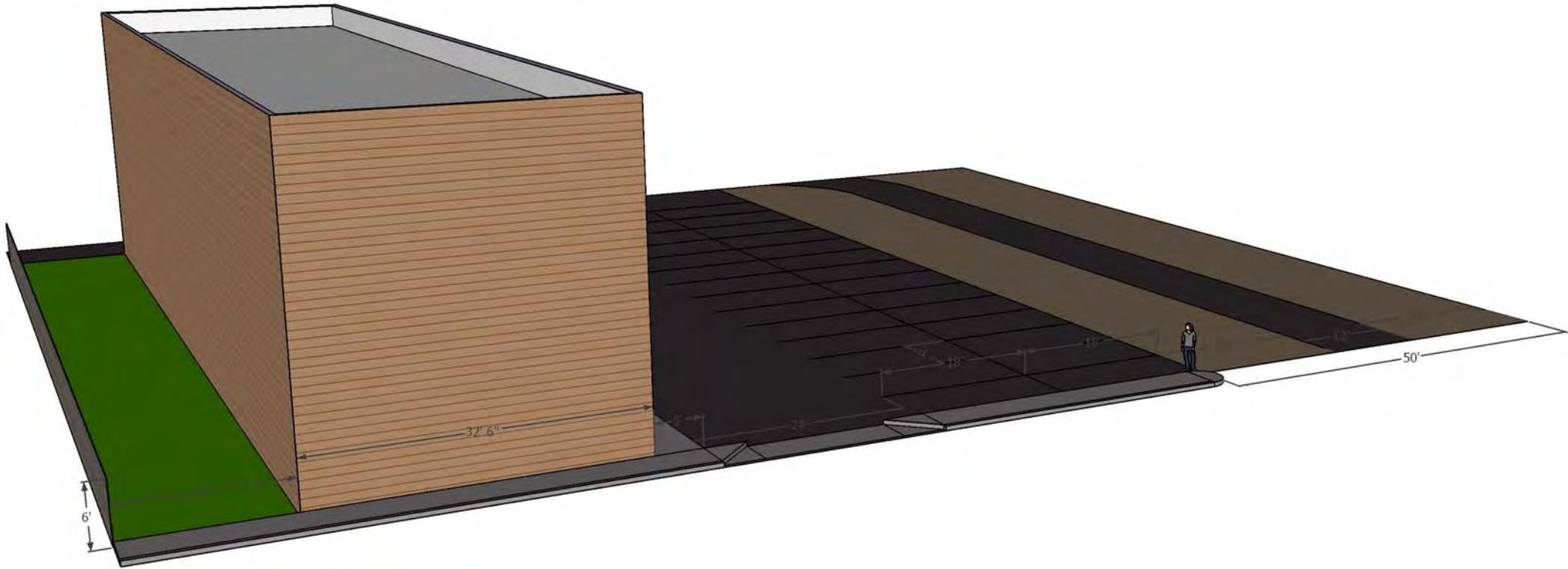
I am happy to provide further information as needed.

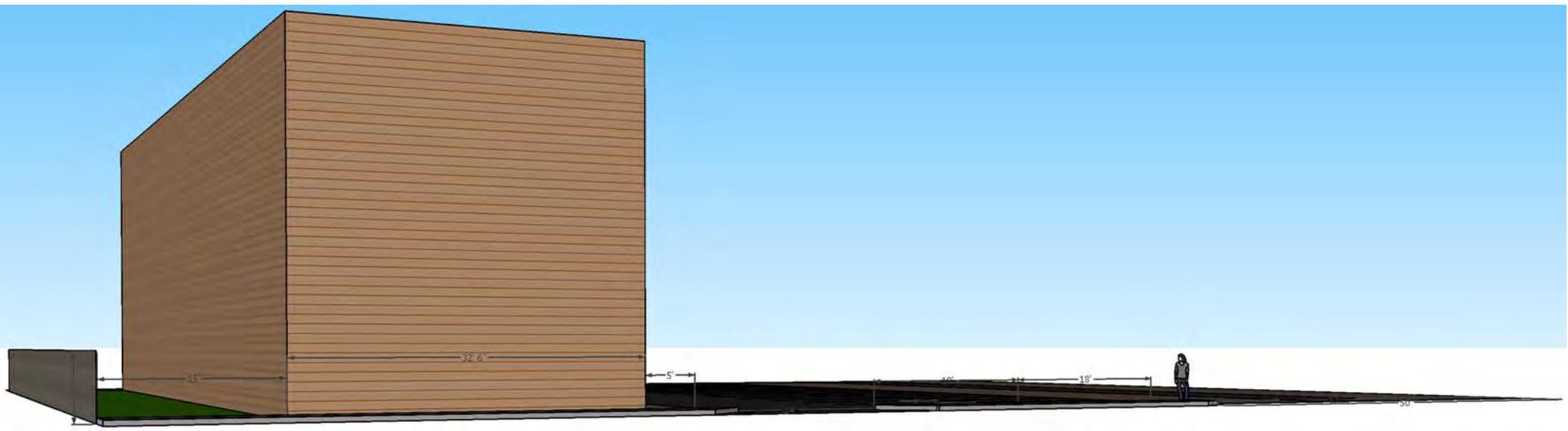
Sincerely,

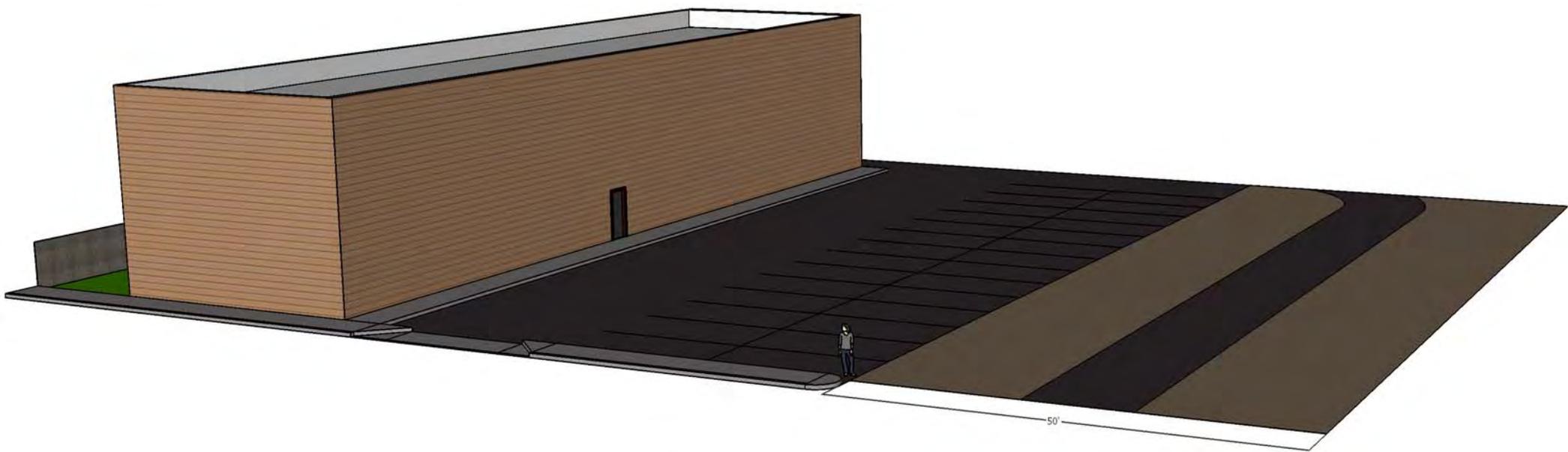
Allen L. Gee, MD, PhD, FAAN

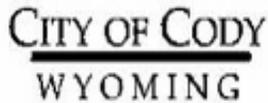
720 Lindsay Lane, Ste C
Cody, WY 82414
307-578-1985 phone
307-578-1938 fax











Todd Stowell <todds@cityofcody.com>

Cody Medical Arts/Dr Gee

Steve Nitz <snitz@epsimanagement.com>
To: ToddS@cityofcody.com
Cc: thomnave@gmail.com, allen.gee@frontierneuro.com

Thu, Sep 13, 2012 at 1:58 PM

Todd,

Thank you for your phone call this afternoon. The Cody Medical Arts Complex feels that the tie-in shown in the Gee-Proposal is fine as it is depicted. It would be the preference of the Cody Medical Arts Complex to keep the existing configuration (not to make any changes) on our side of the property line. We realize that it gets narrow in that area, however it would be our preference to retain that configuration versus widening or straightening that area. As things are right now, we are seeing traffic coming through that area going too fast as it is, and feel that if it were to be widened and/or straightened, the speeds would only increase creating an unsafe area for patients and visitors. We currently have a speed bump in place, but that does not seem to affect those who choose to speed through that area.

I hope that this helps. I am available to answer any questions.

Steve Nitz

Executive Property Services Inc.

snitz@epsimanagement.com

406-248-5166 – Office

406-690-2390 – Cell

406-248-1445 – Fax

www.epsimanagement.com

CHICANE

From Wikipedia:

A **chicane** is an artificial feature creating extra turns in a road, used in motor racing and on streets to slow traffic for safety.

Chicanes are a type of "horizontal deflection" used in traffic calming schemes to reduce the speed of traffic. Drivers are expected to reduce speed to negotiate the lateral displacement in the vehicle path. There are several variations of traffic calming chicanes, but they generally fall into one of two broad categories:

- Single-lane working chicanes, which consist of staggered buildouts, narrowing the road so that traffic in one direction has to give way to opposing traffic
- Two-way working chicanes, which use buildouts to provide deflection, but with lanes separated by road markings or a central island.

Limited accident data for chicane schemes indicate a reduction in injury accidents (54%) and accident severity.^[3]



Single-Lane chicane
European Location (Left side of road).



British Columbia, Canada.

One-way chicane, San Francisco's Lombard Street:

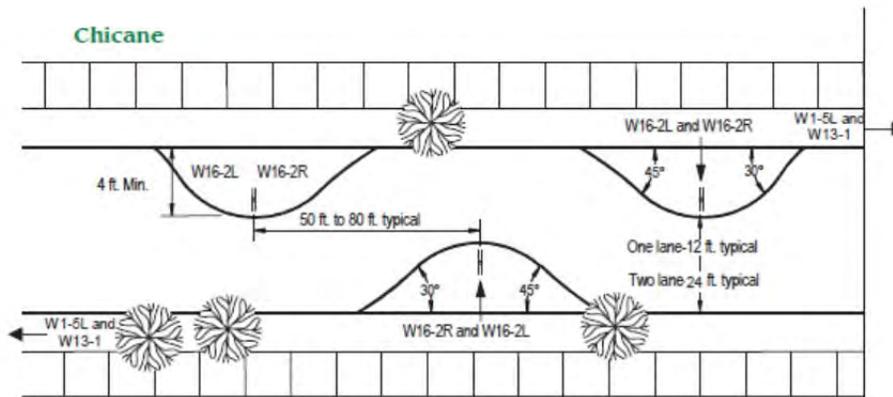


Advantages:

- Reduce vehicle speeds.
- Reduce traffic volumes.
- May reduce collisions.
- Traffic noise may be reduced due to lower speeds and volume.
- Landscaped chicanes improve street appearance.
- The Insurance Corporation of British Columbia, summarizing 43 international studies, concluded that chicanes were effective in reducing the number of collisions.

Disadvantages:

- With two-lane chicanes, motorists may attempt to increase travel speeds by crossing the centerline to maintain a straight line of travel.
- Will require loss of on-street parking spaces.



DEVELOPMENT AGREEMENT AND RESTRICTIVE COVENANTS

The City of Cody, acting through its duly elected governing body, the City of Cody City Council, DOES HEREBY AGREE AND COVENANT that the property (described below), by City of Cody legislative action, shall be designated General Commercial (D-2) Zoning.

Gee Properties, LLC, as owner of the following described property: Lot 24, Lot 25, and the West 12 ½ feet of Lot 26, Brown's Second Addition within the City of Cody, according to the plat recorded in Book "C" of Plats, Page 7, records of Park County, Wyoming (more commonly known as 702 and 708 Platinum Avenue, Cody, Wyoming 82414 or "the property");

DOES HEREBY AGREE AND COVENANT that as a condition of the rezoning of the above described property to General Commercial (D-2), sets forth the following land use restrictions to run with the land:

Any use of the above- described property that would be regulated by the City of Cody zoning ordinance shall be limited to professional office use, as defined herein, and accessory activities and uses customarily incidental thereto.

"Professional office" means an establishment for professional, executive and administrative offices, including those of accountants, lawyers, physicians, dentists, architects, engineers, insurance agents, real estate agents, and other occupations which are of similar character to those enumerated, but not including barbers, beauty parlors, cosmetologists, or other service establishments and building trade contractors.

For purposes of consistency with the terms used in the Cody zoning ordinance, the term professional office specifically includes counseling services, physician and surgeon offices, dentist offices, chiropractor offices, optician offices, osteopath offices, insurance offices, architect offices, engineering and surveying offices, accounting offices, government offices, attorney offices, corporate offices, real estate offices, financial offices, and similar professional offices.

The interpretation of any "similar professional office" shall be by the City of Cody Planning, Zoning and Adjustment Board.

Height restrictions and percentage of lot area covered by buildings shall be the same as set forth the in Residential B Zone, as determined by the City of Cody Planning, Zoning, and Adjustment Board.

This agreement shall remain in effect, and be binding on all heirs and assignees in interest, until such time in the future, if ever, that the City of Cody rezones the property



to a zoning district other than General Business (D-2), or otherwise takes lawful action to remove this agreement.

Gee Properties, LLC, and the City of Cody are the parties to this agreement, and are responsible to ensure compliance with the provisions herein.

This agreement voluntarily offered and entered into this 20th day of June, 2012 by Gee Properties, LLC.

[Signature]
Allen Gee, (title)
Gee Properties, LLC

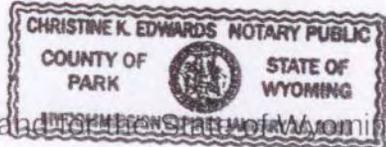
[Signature]
Virginia Gee, (title)
Gee Properties, LLC

STATE OF WYOMING)
) ss.
COUNTY OF PARK)

On this day personally appeared before me Alan Gee and Virginia Gee, to me known as the individual(s) described herein and who executed the within and foregoing instrument and acknowledged that they signed the same as their free and voluntary act and deed, for the uses and purposes therein stated.

Given under my hand and official seal this 20th day of June, 2012.

[Signature]



Notary Public and Commissioner of the State of Wyoming.

My Commission

Expires Jan. 26, 2016

Accepted by the City of Cody, this 8th day of August, 2012.

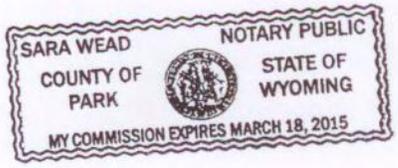
[Signature]
Nancy Tia Brown, Mayor

STATE OF WYOMING)
) ss.
COUNTY OF PARK)

On this day personally appeared before me Nancy Tia Brown, to me known as the individual(s) described herein and who executed the within and foregoing instrument for the uses and purposes therein stated.

Given under my hand and official seal this 8th day of August, 2012.

Wyoming. Deputy Sara Wead City Clerk and Notary Public and for the State of



My Commission Expires March 18, 2015

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

MEETING DATE:	SEPTEMBER 25, 2012	TYPE OF ACTION NEEDED	
AGENDA ITEM:		P&Z BOARD APPROVAL:	X
SUBJECT:	McDONALD'S RESTAURANT REMODEL SPR 2012-39	RECOMMENDATION TO COUNCIL:	
PREPARED BY:	TODD STOWELL, CITY PLANNER	DISCUSSION ONLY:	

PROJECT DESCRIPTION:

URS Corporation has submitted an application on behalf of McDonald's USA for an interior/exterior remodel of the McDonald's Restaurant at 2005 17th Street. The remodel includes ADA upgrades to the site (i.e. parking and access ramps) and to the bathrooms, a new color scheme for the exterior, façade and roof updates, and drive-thru equipment upgrades.

The site plan and a color rendering of the exterior are included in the Planning and Zoning Board packets. Due to copyright concerns the materials are not in the electronic version provided to the public, but can be viewed at the Community Development Office. However, to give the public a description of the proposed style, the following comparison photos are provided. The photos are supplied by staff (not the applicant), and are similar to, but not the same as, the proposal:

Existing Building:



Similar Building to Proposal:
(Shiloh Crossing in Billings, MT)



Existing Drive Thru:



Drive Thru similar to proposal (not double):



Existing Landscaping:



REVIEW CRITERIA:

Section 10-10B-4 of the zoning regulations states:

All structures within the district shall be architecturally compatible. Architectural and landscaping plans shall be submitted to the planning and zoning commission for approval. Architectural and landscaping details shall be maintained as shown by the approved plans.

In addition, Section 9-2-3 states:

Before the issuance of any permit under the international building code for commercial buildings situated within the city, the applicant, property owner and occupant shall meet with the planning, zoning and adjustment board to review the application and plans insofar as they pertain to the exterior of a commercial building and site plan conditions. The issuance of a permit shall be conditioned upon the

applicant receiving an affirmative vote of a majority of the planning, zoning and adjustment board members in attendance at said meeting.

STAFF COMMENTS:

The architectural changes to the building include relocation of the first drive-thru window; removal of the metal mansard roof and parapet coping at the building perimeter and replacement with flat-front walls, awnings, and aluminum-colored coping; removal of some existing rockwork to be replaced with a new block-style finish; and a new color scheme, sweeping yellow roof cap, menu-board and drive-thru features.

Site plan changes include a new ADA ramp and sidewalk/patio work, restriping the parking stalls, and new Trex pickets for the dumpster enclosure.

Storm Water:

No new impervious surfaces are being added, so no storm water plan is needed.

Parking:

The ADA space does not meet the new ADA standards—the loading/unloading area is required to be on the passenger side. The ramp will also need to be relocated to be on the passenger side. The applicant is working on making the change and will submit the details to the Building Official for approval. The sizes of the parking spaces meet city requirements as proposed.

There are no interior modifications proposed that would increase seating capacity and require additional parking.

Lighting:

All proposed lighting fixtures are of a shielded design.

Utility Conflicts:

The replacement of the sidewalk in the front of the building may be near utilities, but should not be an issue due to the shallow nature of the work. Utility locates will be needed before the site work is conducted.

Landscaping:

The applicant has verified that the existing landscaping is intended to remain.

Signage:

The sign plans have not been submitted for review and approval at this time. However, the building elevations shown on the color renderings indicate the intent.

Sidewalk:

There is currently no sidewalk along the streets bordering the site. The contract that

URS has with McDonald's does not include installation of sidewalk. A sidewalk is clearly needed, at least along 17th Street, but the timing for requiring the sidewalk needs to be discussed. The City could require it now as part of this project, or the City Council could require it at any time in the future. If the Board determines that the sidewalk should be installed as part of this project, or in the immediate future, it is suggested that they make a recommendation to the City Council to issue a request for such pursuant to Chapter 7-1 of the City of Cody Code.

Existing Conditions:



ATTACHMENTS:

Application materials in P&Z packets.

ALTERNATIVES:

Approve or deny the site plan for the proposed improvements.

RECOMMENDATION:

Approve the proposal subject to:

- 1) Reconfiguration of the ADA parking/loading space layout to meet current ADA codes.
- 2) Replacement of any existing landscaping destroyed or removed during the project.
- 3) (Sidewalk?)



**PLANNING DEPARTMENT
SIGN PLAN REVIEW APPLICATION
Title 10 Chapter 15 of the Municipal Code**

STAFF USE	
File:	<u>SGN 12-37</u>
P&Z Invoice:	<u>414-2</u>
Approved:	<u>[Signature]</u>
Date:	<u>9/14/2012</u>

-Subject to items in letter.

Applicant's Name: _____ Business Name: VFW # 2673
 Applicant's Address: 808 12th ST City: CODY State: WY Zip: 82414
 Phone: 587-3671 Cell: - Fax: - Email: _____

Property Owner's Name: VFW
 Property Owner's Address: 808 12th ST City: CODY State: WY Zip: 82414
 Project Address: 808 12th ST Legal Description: _____ Zone: _____

Total current area of Signage in Square Feet: 4x4 Proposed Area of Signage in Square Feet: 32
 Overall Area of Signage in Square Feet: 32 Licensed Contractor or Sign Installer: STEWART SIGN CO.

- Type of Sign: Attached Wall Freestanding Marquee Projecting Awning
 Suspended Banner Inflatable Flag Monument
 Bulletin Real Estate Joint Directory Billboard A-Frame
 Temporary Other - _____

Location: On-Premise Off-Premise

Description of Proposal: ATTACH 4x8 SIGN ON NW WALL
VFW BUILDING LOCATED 808 12th ST SIGN IS LED
BOTTOM W ILLUMINATION & TRAC UPPER

Signature of Property Owner: _____
 Signature Date

Please Select the Appropriate Sign Type:

- | | |
|--|---------|
| <input type="checkbox"/> Off Premise, Temporary A-Frame Sign Plans: | No Fee |
| <input type="checkbox"/> Flush, Wall Mount without Electricity Sign Plans: | \$25.00 |
| <input checked="" type="checkbox"/> Sign Plans with Electrical, Requiring Base Structure or Projecting Sign Plans: | \$50.00 |

Each application for a sign review shall be accompanied by a review fee as set forth by Title 10, Chapter 15 of the city code. Applicants are encouraged to arrange a pre-submittal meeting to ensure a complete submittal. Re-submittal of any application will result in additional fees.

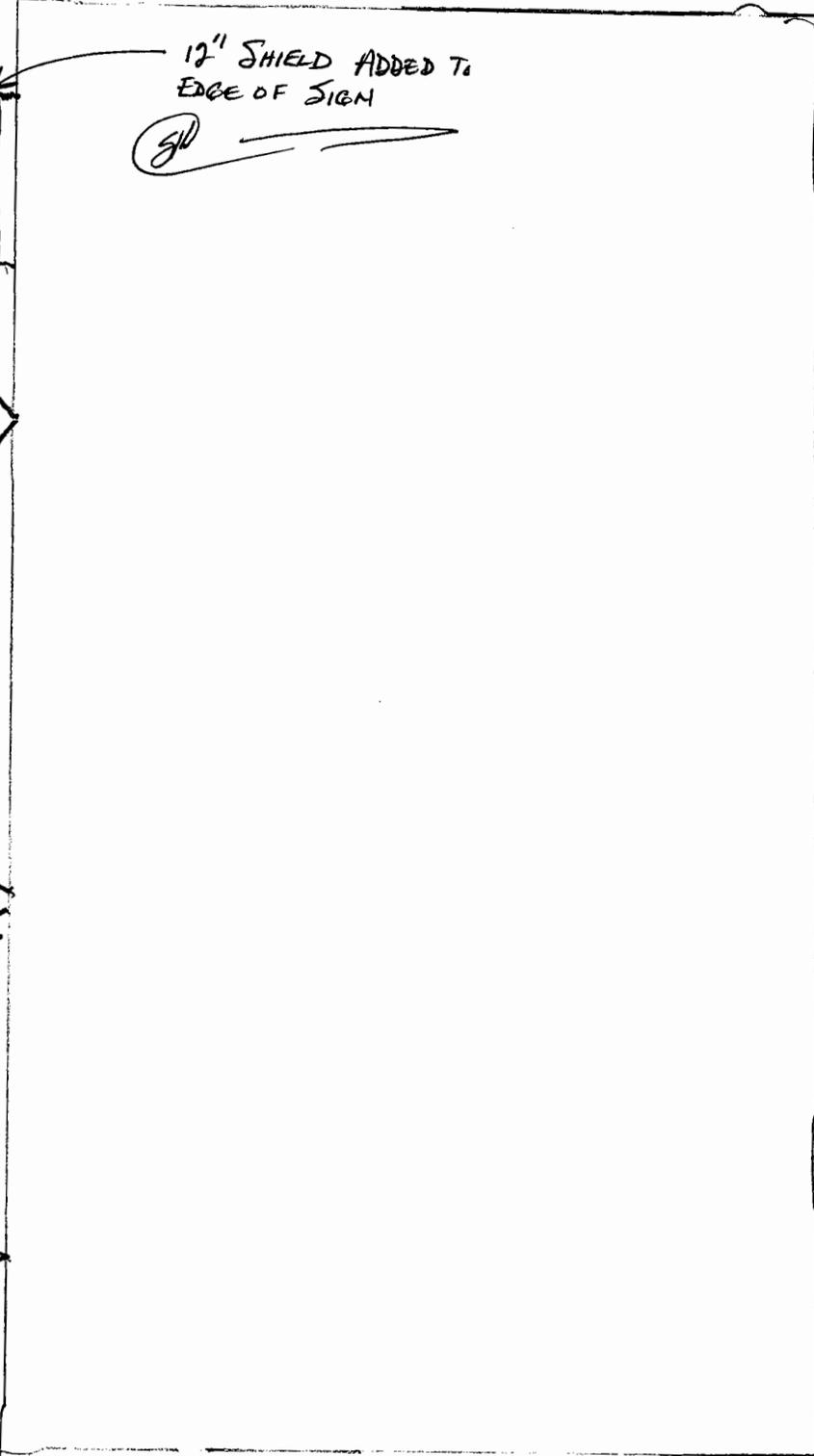
MATERIAL REQUIRED FOR SUBMITTAL & REVIEW

- Two (2) drawings containing plans and specifications which indicate the method of construction and anchoring to the building or ground; the total area of the proposed sign in square feet; the height of the proposed advertising structure from ground level.
*****In many cases two (2) color renderings of all existing & proposed signs with dimensions and a detailed written description of proposed construction materials and installation procedures will suffice.**
- A site plan which identifies:
 - The location of all exterior signs existing or proposed for the premise.
 - Building elevations with signs depicted.
 - Sign Elevations must indicate overall and letter/figure dimensions
 - Colors, materials and illumination for each sign
- Letter(s) of authorization from the property owner(s) if applicable.

Please provide additional information pertaining to specific sign type as requested on the back of this form.

SIGN IS CONTAINED BY 2x2" ANGLE FRAME ATTACHED BY 1/2" x 1/2" BOLTS TO BUILDING. LIGHTAGE IS 7 AMP CONTROLLED BY TIME CLOCK THAT SWITCHES OFF BY 10 PM ON AT 8 AM PROJECTION FROM BUILDING IS 11 INCHES FOR FULL 8 FT.

9 1/2' TO ROOF
ACROSS ST
TO 9 1/2'
ACROSS ST
15 1/2'



12" SHIELD ADDED TO
EDGE OF SIGN

SP





CITY OF CODY
WYOMING

September 14, 2012

VFW Post 2673
808 12th Street
Cody, WY 82414

RE: Electronic Sign

Dear VFW:

Thank you for submitting the applications for your new electronic sign. This letter is provided to document the conditions of the sign code under which the sign permit is issued.

According to Item "b" of section 10-15-3(10) of the sign code, the sign, because it is within 150 feet of the residential property to the north, cannot have its face visible from the residence to the north. As noted on the application, a metal shield will be placed on the north end of the sign, so that this condition will be met.

Item "f" of Section 10-15-3(10) specifies maximum lumination from the sign of 5000 candelas per square meter (nits) during daylight hours and 500 candelas per square meter (nits) between dusk and dawn. The application did not include information on lumination. As an alternative to not providing this information and verifying that these lighting levels will be met, the VFW will need to turn off the electronic sign so that it is not operating between dusk and dawn.

All other requirements currently found in Section 10-15-3 (10) of the sign code are met by the proposal. Feel free to contact me if you have further questions at (307) 527-3472.

Sincerely,

Todd Stowell, AICP
Cody City Planner

cc: File

Nancy Tia Brown
MAYOR

Donny Anderson
Charles Cloud
Bryan Edwards
Jerry Fritz
Steve Miller
Stan Wolz
COUNCIL MEMBERS

C. Edward Webster II
MUNICIPAL JUDGE

Jennifer R Rosencranse
CITY ADMINISTRATOR

1338 Rumsey Avenue
P.O. Box 2200
Cody, Wyoming 82414

(307) 527-7511
FAX (307) 527-6532



**PLANNING DEPARTMENT
SIGN PLAN REVIEW APPLICATION
Title 10 Chapter 15 of the Municipal Code**

STAFF USE	
File:	<u>SCIN 12-38</u>
P&Z Invoice:	<u>798-1</u>
Approved:	<u>J. J. J.</u>
Date:	<u>9/20/12</u>

Applicant's Name: National Park Service Business Name: Yellowstone National Park
 Applicant's Address: PO Box 168 City: YNP State: WY Zip: 82190-0168
 Phone: 307-344-2070 Cell: 406-581-2617 Fax: 307-344-2067 Email: bret_deyoung@nps.gov
 Property Owner's Name: WYDOT - See encroachment permit
 Property Owner's Address: _____ City: _____ State: _____ Zip: _____
 Project Address: _____ Legal Description: _____ Zone: _____

Total current area of Signage in Square Feet: _____ Proposed Area of Signage in Square Feet: 925 sq. ft.
 Overall Area of Signage in Square Feet: 925 sq. ft. Licensed Contractor or Sign Installer: James E. Moore

- Type of Sign: Attached Wall Freestanding Marquee Projecting Awning
 Suspended Banner Inflatable Flag Monument
 Bulletin Real Estate Joint Directory Billboard A-Frame
 Temporary Other - _____

Location: On-Premise Off-Premise
 Description of Proposal: Replace existing sign structure and reader board with break-away posts and updated electronic sign.

Signature of Property Owner: _____
Signature *Date*

Please Select the Appropriate Sign Type:

- | | |
|--|---------|
| <input type="checkbox"/> Off Premise, Temporary A-Frame Sign Plans: | No Fee |
| <input type="checkbox"/> Flush, Wall Mount without Electricity Sign Plans: | \$25.00 |
| <input checked="" type="checkbox"/> Sign Plans with Electrical, Requiring Base Structure or Projecting Sign Plans: | \$50.00 |

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 - Building elevations with signs depicted.
 - Sign Elevations must indicate overall and letter/figure dimensions
 - Colors, materials and illumination for each sign
- Letter(s) of authorization from the property owner(s) if applicable.

Please provide additional information pertaining to specific sign type as requested on the back of this form.



Figure 4: Current sign west of Cody, WY to be replaced by “Sign B”

Yellowstone Park Roads		Open	Closed
East Entrance			
Jackson, WY			
W Yellowstone, MT			
Gardiner, MT			

Figure 3: Proposed Sign (Sign B) for U.S. 14/16/20 west of Cody, WY

Mammoth		
Cooke City, MT		
W Yellowstone, MT		
Cody, WY		
Jackson, WY		

Figure 1: Proposed Sign (Sign A) for U.S. 89 South of Livingston, MT



3186 CO RD 550
FRANKFORT, OH 45628
PHONE: 740-998-2122
FAX: 740-998-2073

Job Number:
Yellowstone Ntl Park

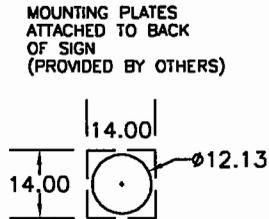
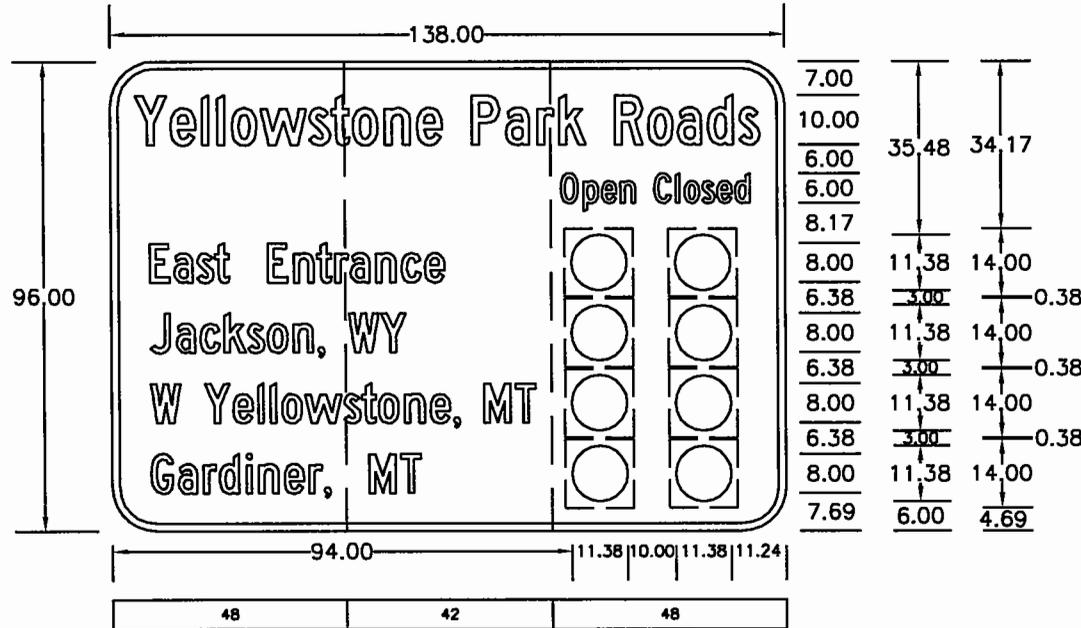
Project Number:
James Moore

Section:
Route:

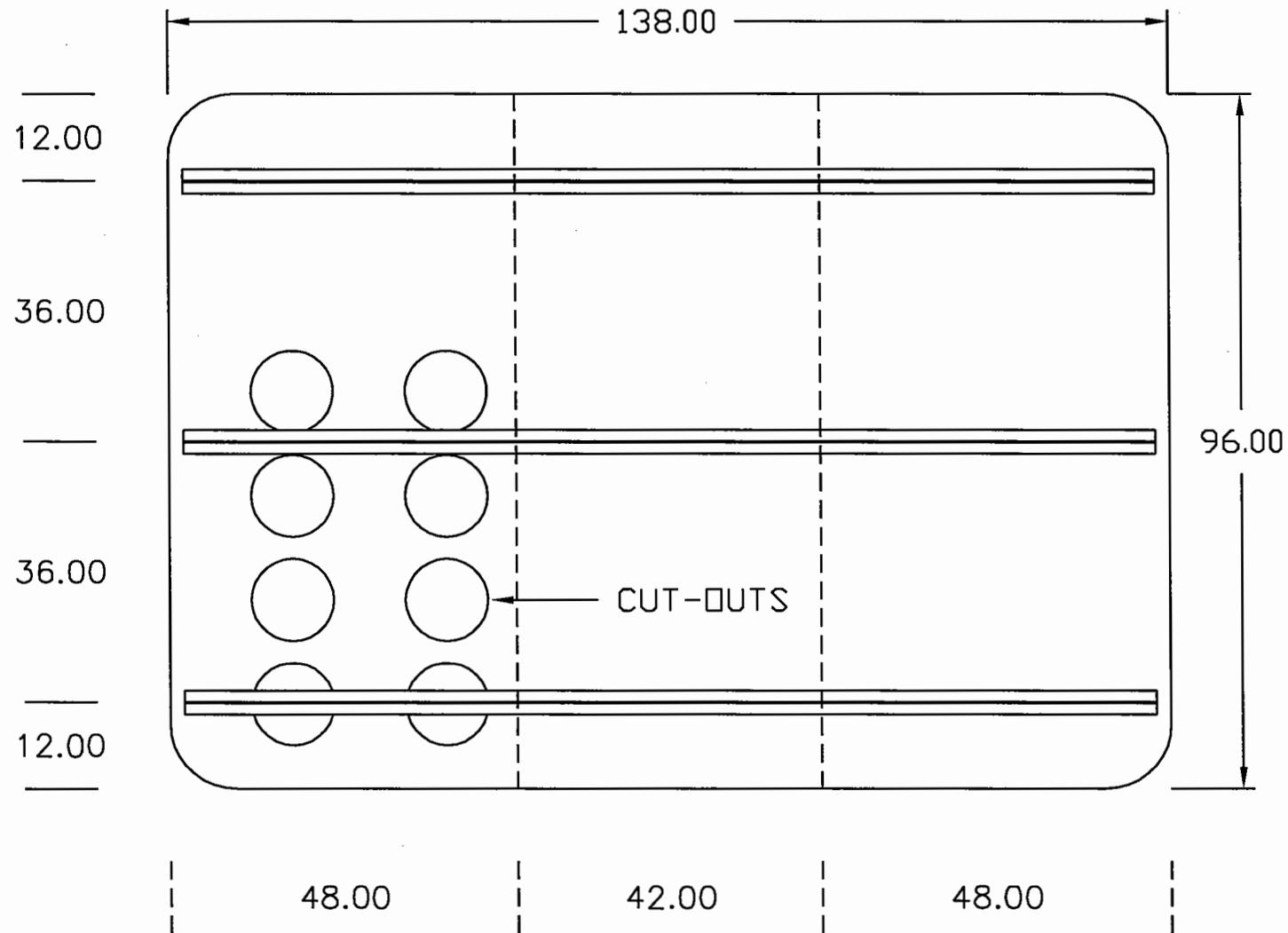
State:
County\City:

SF
92.00

Notes:	Sign Number:	2					
	Item Number:	NONE					
	Location:						
	Length:	11'6" (138.00)					
	Height:	Top	Bottom				
	Bkgd Mat'l:	.125					
	Refl:	3937M					
	Color:	Green					
	Border Mat'l:	DA					
	Refl:	3930M					
	Color:	White					
	Width:	1.50					
Radius:	9.00						
Margin:							
Mount Type:	Ground Mount						
Supports:	2						
Symbol	Mat'l	Refl.	Color	X	Y	Wid	Ht



Y Series	Letter Spacings																		Ht	Mat'l Refl. Color				
79.00	Y	e	l	l	o	w	s	t	o	n	e	P	a	r	k	R	o	o	d	s	10.00	DA 3930M White		
Series C	5.1	12.4	18.8	22.0	24.9	30.8	40.8	45.4	49.7	56.3	62.8	67.9	73.9	80.9	87.4	91.8	97.2	103.2	110.0	116.1	122.3	128.7	127.75	DA 3930M White
50.83	E	a	s	t	E	n	t	r	a	n	c	e											8.00	DA 3930M White
Series C	8.0	12.9	17.7	21.4	24.2	32.2	37.5	42.3	46.0	49.1	54.3	59.5	64.3										60.34	DA 3930M White
36.45	J	a	c	k	s	o	n	W	Y														8.00	DA 3930M White
Series C	8.0	13.3	18.2	23.2	28.0	32.1	37.4	42.4	43.7	48.7	55.3												52.38	DA 3930M White
22.07	W	Y	e	l	l	o	w	s	t	o	n	e	M	T									8.00	DA 3930M White
Series C	8.0	14.1	19.1	24.9	30.0	32.6	34.9	39.7	47.7	51.3	54.8	60.1	65.3	70.0	71.3	76.3	82.7						78.75	DA 3930M White
7.69	G	a	r	d	i	n	e	r	M	T													8.00	DA 3930M White
Series C	8.0	13.5	18.7	22.0	27.5	30.1	35.3	40.4	43.5	44.8	52.8	59.2											55.30	DA 3930M White
67.00	O	p	e	n																			6.00	DA 3930M White
Series C	92.0	96.6	100.4	104.2																			15.31	DA 3930M White
67.00	C	l	o	s	e	d																	6.00	DA 3930M White
Series C	111.2	115.6	117.4	121.0	124.1	127.8																	19.63	DA 3930M White



Sign Number: SPECIAL_2
 Location:
 Base Mat'l: .125 5052-H38
 Length: 11'-6"
 Height: 8'
 Corner Radius: 9.00

Horizontal Stiffeners

Length: 134.00

Pt #	Description
1. 7200	1.75x1.75x.188 Z
2. 7200	1.75x1.75x.188 Z
3. 7200	1.75x1.75x.188 Z
4.	
5.	
6.	

Vertical Stiffeners

Length:	Quan:
Pt #	Description

Splice Plate

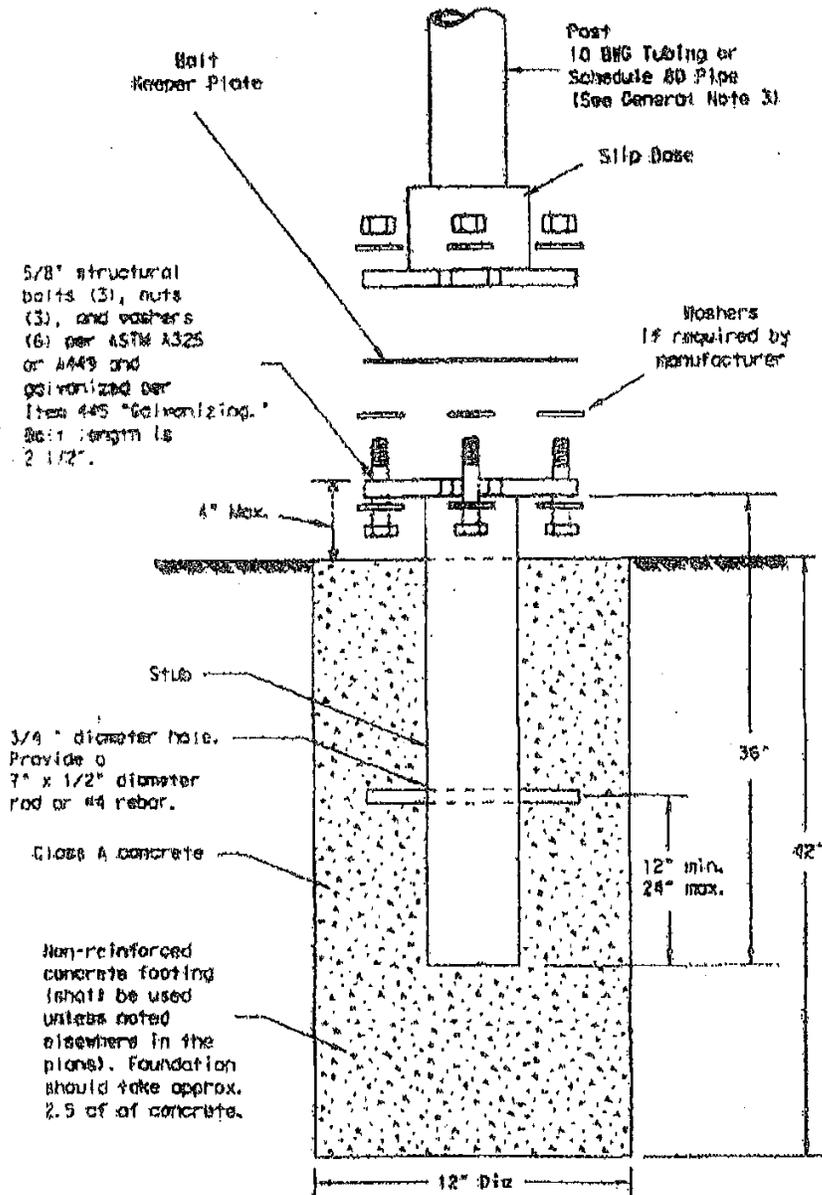
Pt #:	Quan	Length
A. 2		10 0/8
B. 4		33 1/2
C. 2		11 5/8
D.		
E.		
F.		

Mount Type: Ground Mount
 Num of Supports: 2

Project #: Yellowstone Park
 Job Number:

LOCAL inc.
 9 South Main Street
 Frankfort, Ohio 45628

Page



SM RD SGN ASSM TY XXXX(X)SA(K-XXXX)

ASSEMBLY PROCEDURE

Foundation

1. Prepare 12-inch diameter by 42-inch deep hole. If solid rock is encountered, the depth of the foundation may be reduced such that it is embedded a minimum of 18 inches into the solid rock.
2. The Engineer may permit batches of concrete less than 2 cubic yards to be mixed with a portable, motor-driven concrete mixer. For small placements less than 0.5 cubic yards, hand mixing in a suitable container may be allowed by Engineer. Concrete shall be Class A.
3. Push the pipe end of the slip base stub into the center of the concrete. Rotate the stub back and forth while pushing it down into the concrete to assure good contact between the concrete and stub. Continue to work the stub into the concrete until it is between 2 to 4 inches above the ground.
4. Plumb the stub. Allow a minimum of 4 days to set, unless otherwise directed by the Engineer.
5. The triangular slipbase system is multidirectional and is designed to release when struck from any direction.

Support

1. Cut support so that the bottom of the sign will be 7 to 7.5 feet above the edge of the travelway (i.e., edge of the closest lane) when slip plate is below the edge of pavement or 7 to 7.5 feet above slip plate when the slip plate is above the edge of the travelway. The cut shall be plumb and straight.