

CITY OF CODY
PLANNING, ZONING AND ADJUSTMENT BOARD

Minutes of the Regular Meeting Held June 14, 2011 at 12:00 PM

CALL TO ORDER: Chairperson Greg Gaspers called the meeting to order at 12:00 PM.

ROLL CALL

PRESENT: Jacob Ivanoff; Greg Gaspers, Chairperson; Bud McDonald; Justin Lundvall; Bill Nielson; Steve Miller, Council Liaison; Scott Kolpitcke, City Attorney; Steve Payne, Public Works Director; Jolene Osborne, Engineering Administrative Assistant;

EXCUSED ABSENCE: Kim Borer, Vice Chairperson; Rick Brasher;

ABSENT: None

Bud McDonald made a motion seconded by Jacob Ivanoff to edit the agenda to move Agenda Item E to the beginning of the agenda.

Vote on the motion was unanimous, motion carried.

Justin Lundvall made a motion seconded by Jacob Ivanoff to approve the minutes of the May 24, 2011 regular session meeting.

Vote on the motion was unanimous, motion carried.

PRESENTATION OF COMMUNICATIONS:

- A. Jacob Ivanoff made a motion seconded by Bud McDonald to approve the sign application submitted by Sierra Trading Post for property located at 1402 8th 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 assigned building permit fees.

Vote on the motion was unanimous, motion carried.

- B. Justin Lundvall made a motion seconded by Bud McDonald to approve the commercial site application submitted by Holm, Blough and Company on behalf of Big Horn Energy for property located at 376 33rd 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 assigned building permit fees.

Vote on the motion was unanimous, motion carried.

- C. Bill Nielson made a motion seconded by Jacob Ivanoff to approve the commercial site application modified with to include only one sign submitted by Sid Pratt on behalf of Cody Outdoor Market for property located at 405 and 415 West 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. No RV camping will be allowed on the site unless a water main extension and fire hydrant assembly is completed to assure not more than 400' from any RV site.
3. The applicant will apply and pay for a transient merchant's license and will work with all vendors to assure they are licensed as transient merchants as well.
4. The applicant will pay all assigned building permit fees.

Vote on the motion was unanimous, motion carried.

- D. Bud McDonald made a motion seconded by Bill Nielson to recommend approval to Council the Preliminary and Final Plats for Leo's Ditch Subdivision for property described as Lot 15, Block 2 of the Seven Mountain Subdivision submitted by Kathleen DiVincenzo, waiving the curb, gutter, sidewalks, alley and irrigation ditch piping requirements.

Vote on the motion was unanimous, motion carried.

- E. Justin Lundvall made a motion seconded by Bud McDonald to approve the commercial site application submitted by Luke Magargal Custom Building on behalf of Cody Meat, Inc. for property located at 702 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. The applicant will pay all assigned building permit fees.

Vote on the motion was unanimous, motion carried.

- F. Discussion Items: None.

- G. Council Update: Happy birthday to Jacob Ivanoff and congratulations to Justin Lundvall!

- H. Staff Update:

1. K3 Guest Ranch –Park County Variance Application

The meeting was adjourned at 12:47 PM.

Respectfully submitted,

Jolene Y. Osborne
Engineering Administrative Assistant