

CITY OF CODY  
PLANNING, ZONING AND ADJUSTMENT BOARD  
TUESDAY, JULY 23, 2013  
CITY HALL COUNCIL CHAMBERS @ 12:00 NOON

**AGENDA**

1. Call to Order by Chairperson Rick Brasher
2. Roll Call, excused members
3. Pledge of Allegiance
  
4. Approval of Agenda
5. Approval of Minutes of the June 25, 2013 –Regular Meeting
  
6. NEW BUSINESS:
  - A. Vacation of Property and Re-Plat Application –Dennis Danzik along 7<sup>th</sup> Street  
Submitted by Dennis Danzik
  
7. SIGN APPLICATIONS:
  - A. Elite Nails & Spa—312 Yellowstone Avenue  
Illuminated attached wall sign
  - B. Spirit Mountain Tours, LLC—1644 Alger Avenue  
Attached wall signs
  - C. Winchester Arms Collectors Association—Various locations  
A-frame signs
  - D. Tundra General Contractors/Millstone Pizza Company and Brewery/First Bank of Wyoming—1057 Sheridan Avenue  
Freestanding temporary construction sign
  
8. P&Z Board Matters (announcements, comments, etc.)
  
9. Council Update: Steve Miller
  
10. Staff Items
  - A. Lockhart Inn –Exterior paint colors
  
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, June 25, 2013**

A regular meeting of the Cody Planning, Zoning and Adjustment Board was held in Council Chambers of City Hall in Cody, Wyoming on Tuesday, June 25, 2013 at 12:00 PM

Present: Rick Brasher, Chairperson; Mark Musser; Justin Lundvall, Vice Chairperson; Bud McDonald; Kim Borer; Bob Senitte; Justin Ness; Steve Miller, Council Liaison; Scott Kolpitzke, City Attorney; Todd Stowell, City Planner; Jolene Osborne, Engineering Administrative Assistant;

Excused Absence:

Chairperson Rick Brasher called the meeting to order at 12:03 PM, followed by the pledge of allegiance.

Kim Borer made a motion seconded by Bud McDonald to approve the agenda as presented. Vote on the motion was unanimous, motion carried.

Bud McDonald made a motion seconded by Justin Lundvall to approve the minutes of the June 11, 2013 regular meeting with the minor wording correction to the motion regarding Buffalo Bill Center of the West signage and on Page 3, condition #2 should read "engineering plans for the asphalt improvements". Vote on the motion was unanimous, motion carried.

**PRESENTATION OF COMMUNICATIONS:**

Todd Stowell presented the staff report regarding the proposed additional signage for Whole Foods Trading Co. at 1134 13<sup>th</sup> Street.

Kay Chandler, Whole Foods Trading Co., answered questions from the board regarding the construction of the signs.

Bud McDonald made a motion seconded by Mark Musser to approve the proposed additional awning and attached wall signage proposed by Whole Foods Trading Co. at 1134 13<sup>th</sup> Street in the downtown architectural district. Vote on the motion was unanimous, motion carried.

Todd Stowell presented the application for additional freestanding parking lot signs submitted by West Park Hospital at 707 Sheridan Avenue.

Kim Borer made a motion seconded by Justin Ness to approve the additional freestanding parking lot signs submitted by West Park Hospital at 707 Sheridan Avenue. Vote on the motion was unanimous, motion carried.

Rick Brasher recused himself from the following application.

Todd Stowell presented the staff report regarding the final plat submittal for the Boydston Minor Subdivision of Lot 1 Sandy's Subdivision submitted by Joe Boydston.

Brett Farmer, Sage Civil Engineering, answered questions from the board.

Kim Borer made a motion seconded by Bud McDonald to recommend to City Council approval of the final plat of the Boydston Minor Subdivision subject to the following conditions:

1. The City receives an acceptable utility letter from TCT.
2. Payment of applicable water and electrical fees must occur prior to final plat approval by Council.
3. Add the following note to the final plat: "The developer of this subdivision (Joseph Boydston) is responsible for the widening of Date street and installation of curb and gutter along the frontage of this subdivision. Construction according to the approved plans must occur and be accepted by the City of Cody in writing before any building permit for new construction will be issued for any lot in this subdivision."
4. Provide two mylar originals of the final plat for recording, with a corrected legal description.
5. All conditions of the preliminary plat approval remain in effect, except as modified herein.

Rick Brasher abstained from the vote. Kim Borer, Justin Lundvall, Bud McDonald, Mark Musser, Justin Ness, and Bob Senitte voted in favor of the motion. Motion carried.

Todd Stowell stated that there are three council members and three P&Z board members that are reviewing the master plan to ensure the comments heard during the update process were incorporated. Staff will have discussion around July 8<sup>th</sup> with those members.

Justin Lundvall made a motion seconded by Kim Borer to adjourn the meeting. Vote on the motion was unanimous, motion carried.

There being no further business to come before the board, Chairperson Rick Brasher adjourned the meeting at 12:25 PM.

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Jolene Y. Osborne  
Engineering Administrative Assistant

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

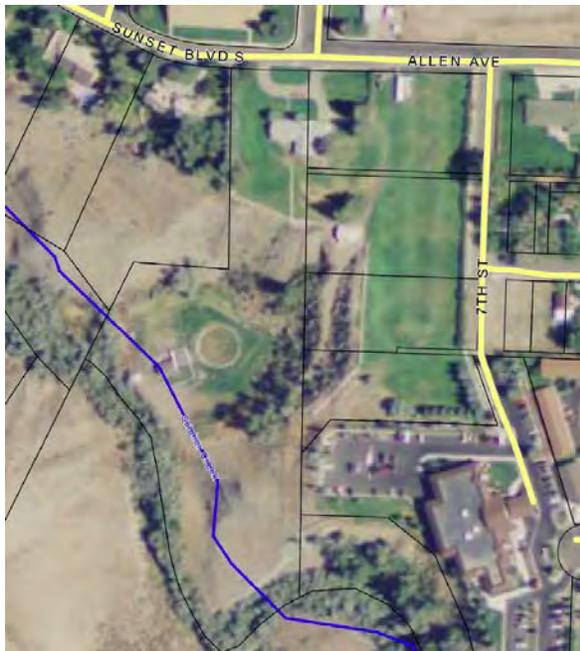
<b>MEETING DATE:</b>	JULY 23, 2013	<b>TYPE OF ACTION NEEDED</b>	
<b>AGENDA ITEM:</b>		P&Z BOARD APPROVAL:	
<b>SUBJECT:</b>	PLAT AMENDMENT AND VACATION TO ELIMINATE SEVERAL LOTS, A 10' UTILITY RIGHT-OF-WAY, AND A 10' ALLEY WEST OF 7 <sup>TH</sup> STREET. FILE: VAC 2013-01	RECOMMENDATION TO COUNCIL:	X
<b>PREPARED BY:</b>	TODD STOWELL, CITY PLANNER	DISCUSSION ONLY:	

**BACKGROUND AND ANALYSIS:**

Dennis and Elizabeth Danzik as owners of 1334 Sunset Boulevard South, have submitted an application to consolidate several lots on their property so that only a 9.82 acre lot and a 0.57 acre lot remain. In addition, they request that the 10' alley established along the south line of Lots 21, 22, and 23 in Brown's 2<sup>nd</sup> Addition be vacated and the 10' utility right-of-way along the north line of Lot 17 in Brown's 2<sup>nd</sup> Addition be vacated. (See maps below and attached Amended Plat.)

Neither the alley nor the utility right-of-way contain any utilities or improved alley streets. Letters have been received from TCT, Optimum, Century Link, and Energy West indicating their acceptance of the requested alley and utility right-of-way vacations.

Subject Area (Note: Lot lines shown on aerial are from County Assessor—additional lots exist within those lots. See Amended Plat.):





room for a transformer. The modification to the amended plat showing the reduced easement should be presented by the time of the meeting.

**ATTACHMENTS**

Application materials.

**ALTERNATIVES**

Recommend approval of the plat amendment and vacations to City Council, or portions thereof. Or recommend denial.

**RECOMMENDATION**

Recommend approval of the amended plat and vacations to City Council, as requested by the applicant.

The approval should be subject to:

- 1) Payment of notice and publishing costs for the vacation ordinance; and,
- 2) The applicant providing the quit claim deed document and amended plat mylar for signature; and,
- 3) Modification to the 15' utility easement (If not already done); and,
- 4) (If determined by Board) Payment of fair market value for the land prior to the Mayor signing the amended plat and quit claim deed.





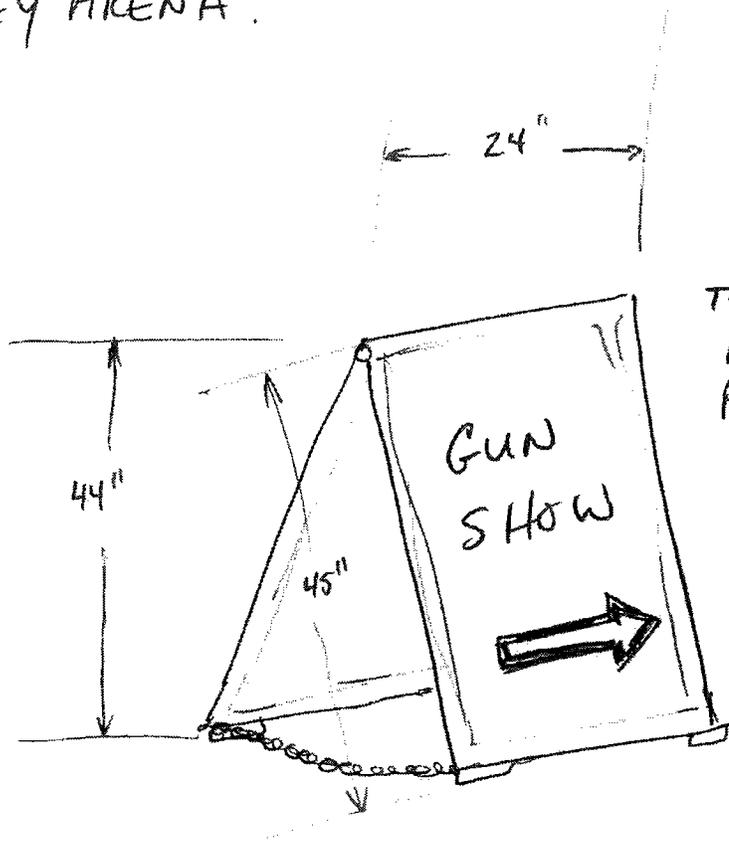


East Elevation



North Elevation

SANDWICH BOARD SIGNS FOR THE WINCHESTER ARMS COLLECTORS ASSOCIATION'S GUNSHOW AT THE RILEY ARENA.



SIZE WILL BE THE TYPICAL SIZE OF THE PLASTIC SIGNS THAT PAUL @ CHUCK SIGNS SELLS. AT THIS TIME, IT IS UNKNOWN IF WE WILL GO WITH THE PLASTIC, OR MAKE PLYWOOD ONES IN THE IDENTICAL SIZE OF (24" X 45") 2' X 3' 9".

- \* THE BOTTOMS WILL HAVE A CHAIN ON EACH SIDE TO PREVENT OVER-OPENING AND ALSO WILL HELP ANCHOR THE SIGN.
- WE WILL USE EITHER SANDBAGS OR INNERTUBE TYPE SAND BAGS TO SECURE THE SIGNS, AND ACTUAL TIE DOWN STRAPS IF THE WEATHER IS TOO WINDY.

**Coming Soon!**

# Millstone Pizza Company and Brewery



**Financed By:**



Division of Glacier Bank

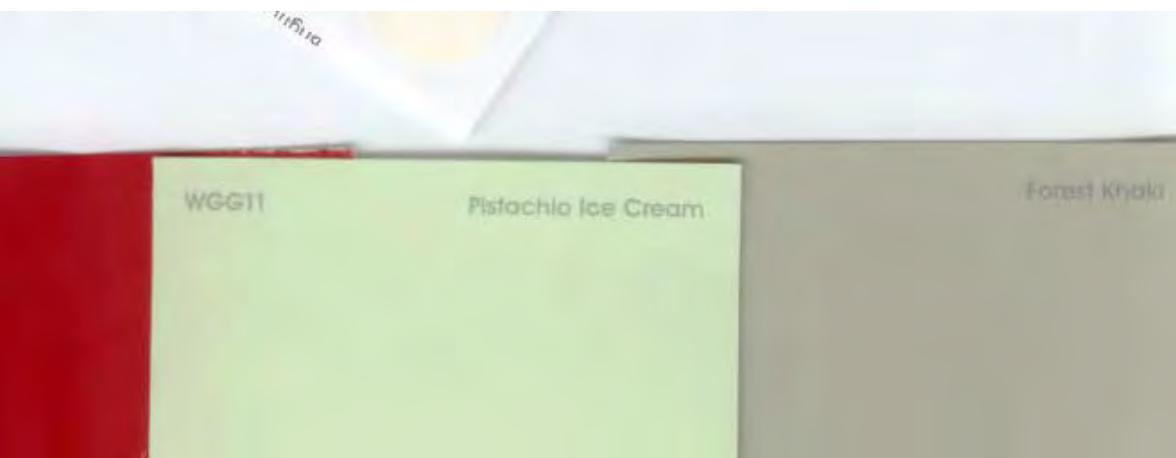


Member  
**FDIC**

**General Contractor:**

# **TUNDRA**

*General Contractors*



WGG11

Pistachio Ice Cream

Forest Khaki