

City of Cody
Planning, Zoning and Adjustment Board
Tuesday, July 23, 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, July 23, 2013 at 12:00 PM

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

Excused Absence: Kim Borer;

Chairperson Rick Brasher called the meeting to order at 12:04 PM, followed by the pledge of allegiance.

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

Justin Lundvall made a motion seconded by Justin Ness to approve the minutes of the June 25, 2013 regular meeting. Vote on the motion was unanimous, motion carried.

PRESENTATION OF COMMUNICATIONS:

Todd Stowell presented the staff report regarding the requested vacation of property and amended plat application submitted by Dennis and Elizabeth Danzik for property located at 1334 Sunset Boulevard South.

Thom Nave answered questions from the board regarding the application.

Justin Ness made a motion seconded by Justin Lundvall to recommend to Council approval of the proposed amended plat and vacation of properties as requested by Dennis and Elizabeth Danzik regarding property located at 1334 Sunset Boulevard South subject to the following:

1. Payment of notice and publishing costs for the vacation ordinance.
2. The applicant providing the quit claim deed document and amended plat mylar for signature.
3. Modification to the 15' utility easement (If not already done).
4. With no payment for the vacated land required.
5. Correct the acre totals of Tract A & B and reference "Ordinance" instead of "Resolution" on the plat.
6. Subject to review of the plat language by the City Attorney.
7. Contingent upon the vacation of the utility easement and alleyway by the City.

Vote on the motion was unanimous, motion carried.

Jolene Osborne presented the recent approved sign applications to the board.

Bud McDonald requested staff research the Cody Laboratories, Inc. landscaping issue. He also requested more legal information regarding property rights, to which Sandra Kitchen responded.

Justin Ness requested an update regarding progress on a landscaping ordinance. Due to Council priorities work has yet to commence.

Todd Stowell updated the board regarding the progress of the Master Plan Update. Currently, the plan is being reviewed by the sub-committee. A draft will probably be ready to be released in 4 or 5 weeks for public review. Procedurally, once the public receives the draft, there will be a public hearing process and the P&Z Board will consider adoption by resolution. Then the City Council would consider that resolution and ratify it or adopt their own.

Todd Stowell updated the board regarding the maintenance painting for the Lockhart Inn at 109 West Yellowstone Avenue. The staff requested direction in regards to the planning review of RV Parks.

Bud McDonald made a motion seconded by Justin Lundvall 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 12:39 PM.

Jolene Y. Osborne
Engineering Administrative Assistant