

CITY OF CODY
PLANNING, ZONING AND ADJUSTMENT BOARD
TUESDAY, JULY 22, 2014
CITY HALL COUNCIL CHAMBERS @ 12:00 NOON

MEETING AGENDA

1. Call to Order by Chair Justin Lundvall
2. Roll Call, excused members
3. Pledge of Allegiance
4. Approval of Agenda
5. Approval of Minutes of the July 8, 2014 –Regular Meeting.
6. **NEW BUSINESS:**
 - A. Downtown Sign District Review: Sean DeNamur Designs at 1191 Sheridan Avenue.
 - B. Fence Height Request: 920 19th Street. 7 1/2 –foot tall entryway in fence.
 - C. Minor Subdivision Review-Franzen Minor Subdivision. Two lots between Big Horn Avenue and Cougar Avenue, west of 33rd Street.
 - D. Architectural and Landscaping Review: Buffalo Bill Center of the West—Two storage buildings at 720 Sheridan Avenue.
7. Tabled Item:
Downtown Sign District Review: Monster Lake Sign at 1202 Sheridan Avenue.
8. P&Z Board Matters (announcements, comments, etc.)
9. Council Update: Steve Miller
10. Staff Items:
Report on Council’s addition to the Residential Setback Ordinance.
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, July 8, 2014

A regular meeting of the Cody Planning, Zoning and Adjustment Board was held in the Council Chambers of City Hall in Cody, Wyoming on Tuesday, July 8, 2014 at 12:00 PM

Present: Justin Lundvall, Chairperson; Vice-Chairperson Justin Ness; Robert Senitte; Buzzy Hassrick; Sandra Kitchen, Deputy City Attorney; Steve Miller, Council Liaison; Todd Stowell, City Planner; Utana Dye, Certified Engineering Technician II, Lynn Stutzman, Administrative Assistant.

Absent: Brad Payne; Kim Borer; Mark Musser.

Chairperson Justin Lundvall called the meeting to order at 12:02 PM, followed by the pledge of allegiance.

Robert Senitte made a motion, seconded by Buzzy Hassrick, to approve the agenda. Vote on the motion was unanimous, motion carried.

Buzzy Hassrick made a motion, seconded by Justin Ness, to approve the minutes for the June 24, 2014 meeting with changes. Vote on the motion was unanimous, motion carried.

Presentation of Communications:

Todd Stowell presented the amendment to the Preliminary Plat for Holm View No. 5.

Buzzy Hassrick made a motion, seconded by Justin Ness to recommend that the City Council authorize the preliminary plat amendment related to the modified utility plan for Holm View No. 5.

Todd Stowell presented the Final Plat for Holm View No. 5, a 16-lot subdivision.

Roy Holm with Holm Blough and Company spoke on the water rights proposal for the Holm View No. 5 Subdivision, indicating his preference to retain the water rights and transfer them to other property they own down the hillside.

Justin Ness made a motion, seconded by Robert Senitte to recommend that the City Council approve the Final Plat for Holm View Addition No. 5, with the additional variance for the storm water inlet spacing, subject to the following conditions:

1. Compliance with City of Cody Code 11-3-3(B)(1)(a) and (b), including a legal agreement/contract between the property owner and surveyor to complete the water right transfer process with the State Engineer's office to transfer all surface water rights within the subdivision property (No. 5) to the City of Cody.
2. Provide the outside utility company approval signatures on the construction plan set, or supplemental approval letters with their signatures.
3. Modify Note 2 to restrict all lots except 8, 9, 15 and 16 to single family development, as specified in preliminary plat condition #8.
4. Payment of applicable utility fees is to occur prior to the mayor signing the final plat.

5. It is further recommended that prior to City Council action the Council should obtain legal direction from the City Attorney relating to whether the recapture agreement requires collection of payment from Holm View Addition, LC due to this subdivision.

No variance was granted for the irrigation water right requirement.
Vote on the motion was unanimous, motion carried.

Todd Stowell presented the Downtown Sign Review for the Monster Lake sign at 1202 Sheridan Avenue.

Dave, a representative for Monster Lake answered questions from the board about the sign.

Buzzy Hassrick made a motion to deny the Monster Lake Sign on Sheridan Avenue. Motion failed due to a lack of a second.

Justin Ness made a motion, seconded by Robert Senitte to table the Monster Lake sign application and to have the applicant come back in front of the board in 30 days with staff approval or to remove the sign at the end of 30 days. Vote on the motion was unanimous, motion carried.

Approved Signs by Staff: Todd Stowell presented to the board the approved signs for the Good 2 Go Store signs and electronic message board located at 221 Yellowstone Avenue, and the Cody Ace Hardware sign and electronic message board located at 2201 17th Street.

P&Z Board Matters: None

Council Update: None

Staff Items: None

Justin Ness made a motion, seconded by Buzzy Hassrick to adjourn the meeting. Vote on the motion was unanimous, motion carried.

There being no further business to come before the board, Chairperson Justin Lundvall adjourned the meeting at 1:04 PM.

Utana Dye
Certified Level II Engineering Tech. II