

**City of Cody**  
**Planning, Zoning and Adjustment Board**  
**Tuesday, January 13, 2015**

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, January 13, 2015 at 12:00 PM

Present: Justin Lundvall-Chairperson; Justin Ness; Buzzy Hassrick; Brad Payne; Reese Graham; Curt Dansie; Sandra Kitchen, Deputy City Attorney; Steve Miller, Council Liaison; Todd Stowell, City Planner; Lynn Stutzman, Engineering Administrative Assistant.

Absent: Mark Musser

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

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

New Planning, Zoning and Adjustment Board members Reese Graham and Curt Dansie were introduced.

Buzzy Hassrick made a motion, seconded by Reese Graham, to retain Justin Lundvall as Planning, Zoning and Adjustment Board Chairperson for 2015 and Justin Ness as Planning, Zoning and Adjustment Board Vice Chairperson for 2015. Vote on the motion was unanimous, the motion carried.

Buzzy Hassrick made a motion, seconded by Justin Ness, to approve the special minutes for the December 16, 2014 meeting. Vote on the motion was unanimous, motion carried.

**NEW BUSINESS:**

Todd Stowell presented the staff report for the Sign Plan for the Bible Believers Baptist Church at 1239 Rumsey Avenue.

Justin Ness made a motion, seconded by Buzzy Hassrick, to approve the sign for Bible Believers Baptist Church at 1239 Rumsey Ave. Vote on the motion was unanimous, the motion carried.

Todd Stowell presented the staff report for the Preliminary Plat of Rebel Row, a 4-lot Minor Subdivision at Stone Street and Cougar Avenue.

Tom Quick as the property owner answered questions from the Board.

Justin Ness made a motion, seconded by Buzzy Hassrick, to recommend to Council the approval of the Preliminary Plat of Rebel Row, a 4-lot Minor Subdivision at Stone Street and Cougar Avenue with the following conditions:

1. The final plat must include the following language in the Certificate of Dedication: "...do hereby agree to promote and participate in an improvement district for the construction of Cougar Avenue to city street standards with curb, gutter, sidewalk and streetlights, when deemed necessary by the City of Cody; and further, that this language shall be contained in each and all conveyances of record for Lot 2."
2. The street cuts for the water and sewer services to Lots 1 and 2 must be repaired with a single patch. An encroachment permit for the work within the street right-of-way is required.
3. Add a note to the preliminary plat regarding the modifications to the storm water facilities in front of Lot 4 as described in the surveyor's letter dated December 23, 2014.
4. Provide an additional five feet of utility easement across Lots 2, 3 and 4. If the transformer is to be located on the property between Lot 4 and the lot to the north, a separate easement document will be needed for the portion on that lot to the north (owned by the applicant).
5. Sidewalk shall be installed to City standards where it does not exist along the west side of Stone Street from Cougar Avenue to the sidewalk on the Sherwin Williams store lot. Prior to issuance of any building permits these sidewalk improvements shall be installed, or the developer must provide a cash deposit for construction cost plus 10% to be held by the City for security until the sidewalk is completed. The sidewalk improvements shall be completed within 24 months of approval of the subdivision.  
The sidewalk must be continuous, meaning that part of the driveway to Lot 4 must be installed to connect the section of sidewalk behind the percolation trench with the sidewalk immediately behind the Stone Street curb. Furthermore, no parking can occur on this section of sidewalk that crosses the driveway. The no parking restriction is to be noted on the preliminary plat.
6. Otherwise complete the improvements required by the subdivision ordinance and as noted on the preliminary plat. Utility connection fees will be collected with the final plat.
7. Provide a mylar copy and one paper copy of the updated preliminary plat.

And to grant a variance to the alley requirement, and a waiver for the construction of Cougar Avenue subject to participation in a future improvement district.

Vote on the motion was unanimous, motion carried.

A public hearing for the rezone of 1414, 1420 and 1426 Stampede Avenue to Limited Business (D-1) began at 12:55 p.m. Steve Miller spoke to the fact that the dentist office has been in existence since 1978. Public hearing closed at 12:57 p.m.

Todd Stowell presented the staff report for the rezone of 1414, 1420 and 1426 Stampede Avenue to Limited Business (D-1).

Brad Payne made a motion, seconded by Reese Graham, to recommend to Council the approval of the rezone of 1414, 1420 and 1426 Stampede Avenue to Limited Business (D-1). Vote on the motion was unanimous, motion carried.

Approved Signs by Staff: None

P&Z Board Matters: Welcome to the new board members.

Council Update: Welcome the new board members.

Staff Items: Todd Stowell handed out draft amendments to the Boundary Line Adjustment section of the code.

There will be Planning and Zoning training session. Training will take approximately 1 hour. It was decided to try for Wednesday January 28<sup>th</sup>, at noon.

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

There being no further business to come before the board, Chairperson Lundvall adjourned the meeting at 1:05 PM.

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Lynn Stutzman  
Engineering Administrative Assistant