

City of Cody
Planning, Zoning and Adjustment Board
Tuesday, October 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, October 13, 2015 at 12:00 PM

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

Absent: Mark Musser; Justin Lundvall; Curt Dansie

Chairperson Justin Ness called the meeting to order at 12:16 PM, followed by the pledge of allegiance.

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

Buzzy Hassrick made a motion, seconded by Reese Graham, to approve the minutes for the September 22, 2015 meeting. Vote on the motion was unanimous, motion carried.

NEW BUSINESS:

Buzzy Hassrick made a motion, seconded by Reese Graham, to remove from the table the downtown sign review for "The Buckin Burger" located at 1385 Sheridan Avenue. Vote on the motion was unanimous, motion carried.

Todd Stowell presented the staff report for the downtown sign review for "The Buckin Burger" located at 1385 Sheridan Avenue. Todd added the information about the logo design for the new sign.

Buzzy Hassrick made a motion, seconded by Reese Graham, to approve the downtown sign review for the Buckin Burger located at 1385 Sheridan Avenue. Vote on the motion was unanimous, motion carried.

Todd Stowell presented the staff report for the Buffalo Bill Center of the West Dining Facility located at 720 Sheridan Avenue.

Brad Payne made a motion, seconded by Reese Graham, to approve the Buffalo Bill Center of the West Dining Facility located at 720 Sheridan Avenue with the following conditions:

1. Prior to issuance of a certificate of occupancy, the drainage facilities must be inspected and certified by the applicant's engineer that they were completed according to approved plans.
2. The project must otherwise comply with the site plan and applicable building, fire, and electrical codes.

Vote on the motion was unanimous, motion carried.

Todd Stowell presented the staff report for the Special Exemption Request from the Yellowstone Gift Shop located at 1237 Sheridan Avenue, to allow all existing exterior signage to be permitted.

Chairman Ness opened the public hearing at 12:31 p.m. No comments were received. Chairman Ness closed the public hearing at 12:31 p.m.

Additional details regarding the application were presented by Todd Stowell. Colin Simpson, representing the applicant, held discussion with the Board.

Buzzy Hassrick made a motion, seconded by Brad Payne, to table the Special Exemption Request for the Yellowstone Gift Shop located at 1237 Sheridan Avenue until the next Planning and Zoning meeting. Vote on the motion was unanimous. Motion carried. The applicant may wish for the matter to be continued to December 8, 2015 at the next meeting.

Todd Stowell presented the staff report for the Preliminary and Final Plat of Shaw Minor Subdivision to create three lots south of the Cougar Avenue and 22nd Street Intersection.

Brad Payne made a motion, seconded by Reese Graham, to recommend that the City Council grant the requested variance to transfer the water rights to a private party, and approve the Preliminary and Final Plats of the Shaw Minor Subdivision with the following conditions:

1. Dedicate the existing utility and public access easement along the east side of the property as a right-of-way (alley); and, physically relocate Glen Avenue to be within the dedicated alley. The final plat certificate and map must be updated to include the right-of-way dedication.
2. Note that the applicable building setback from the east side of Lot 3 is five feet.
3. Relocate the storage shed to meet setback requirements, prior to the mayor signing the final plat.
4. Otherwise complete the improvements required by the subdivision ordinance and as noted on the preliminary plat. The electrical estimate and the utility connection fees, including a water line reimbursement fee, will be collected with the final plat.
5. Provide a final plat mylar for applicable signatures and recording.

Vote on the motion was unanimous. Motion carried.

Todd Stowell presented the staff report for the Downtown Architectural Review for the building located at 1132 12th Street.

Reese Graham made a motion, seconded by Buzzy Hassrick, to approve the Downtown Architectural Review for the building located at 1132 12th Street with the following recommendations:

1. The awning sign must be removed to the point that no evidence of it remains.
2. The property owner will need to further coordinate with the City and other property owner(s) to meet the building and electrical code standards.
3. A building permit is needed.

Vote on the motion was unanimous. Motion carried.

P&Z Board Matters: None

Council Update: None

Staff Items: None

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

There being no further business to come before the board, Chairperson Ness adjourned the meeting at 1:35 PM.

Lynn Stutzman
Engineering Administrative Assistant