

**City of Cody**  
**Planning, Zoning and Adjustment Board**  
**Tuesday, November 10, 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, November 10, 2015 at 12:00 PM

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

Chairperson Justin Lundvall called the meeting to order at 12:00 PM, followed by the pledge of allegiance.

Justin Ness made a motion, seconded by Curt Dansie, 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 October 27, 2015 meeting with modifications. Vote on the motion was unanimous, motion carried.

**NEW BUSINESS:**

Todd Stowell presented the staff report for the Minor Site Plan Review for the Cody Mural Meetinghouse renovations, located at 1719 Wyoming Avenue.

Justin Ness made a motion, seconded by Reese Graham, to approve the Minor Site Plan Review for the Cody Mural Meetinghouse renovations, located at 1719 Wyoming subject to the ADA parking spaces being located such that they share a common loading aisle that is aligned with the ADA ramp. Vote on the motion was unanimous, motion carried.

Todd Stowell presented the staff report for the Sign Request for a Temporary Jumbo-Tron at the West Park Hospital 75<sup>th</sup> Anniversary event, November 18-20, 2015.

Buzzy Hassrick made a motion, seconded by Justin Ness, to approve the West Park Hospital Sign Request for a Temporary Jumbo-Tron (November 18-20, 2015), contingent upon WYDOT approval if pursued at that location (in the right-of-way as opposed to on WPH or museum property); and contingent upon the sign being turned off from 9:00 p.m. to 6:00 a.m., having no sound, and no flashing.

Vote on the motion was unanimous, motion carried.

Todd Stowell presented the staff report for the Site Plan Review for Ancho's Mexican Grill located at 1803 17<sup>th</sup> Street. Tom Wilder and Keith Prior spoke on behalf of the project.

Reese Graham made a motion, seconded by Buzzy Hassrick to approve the Site Plan Review for Ancho's Mexican Grill located at 1803 17<sup>th</sup> Street with the following conditions:

1. Prior to issuance of a building permit, the issue of the addition encroaching into the underground drain easement must be resolved. It is expected that the resolution will be to vacate and/or relocate the easement, which requires action by the City Council.
2. Continue to coordinate installation of 3-phase power with the electric department. Payment of all applicable utility fees will need to occur prior to issuance of a building permit. Provide utility easements as necessary for the new electrical service.
3. The ADA parking and unloading areas must be reconstructed to meet ADA requirements. Provide a plan for the work for review and approval by community development staff.
4. Consider planting some shrubs along the west and south sides of the dumpster enclosure.
5. Obtain a sign permit for any exterior signage. Position the "Exit Only" sign so that it does not preclude use of that area of the parking lot for vehicles to turn around if parking spaces along that aisle are full.
6. Provide a method of irrigating the landscape plants.
7. Lighting shall be modest in intensity and any light fixtures with bulbs producing more than 1,000 lumens must be full cut-off in design, or have the bulb shielded.
8. The gate design for the dumpster must be reviewed by city staff to ensure the gates will be secure in high wind events, and not interfere with vision clearance around the corner of the parking lot aisles when open.
9. The project must otherwise comply with the site plan, application description, and applicable building, fire, and electrical codes. All improvements must be installed prior to occupancy; provided the city may accept a financial security to ensure installation soon after occupancy if the improvement is not a life/safety issue and installation is precluded by weather.

Vote on the motion was unanimous, motion carried.

P&Z Board Matters:

Council Update: None

Staff Items: Todd thanked those that have provided comments on the draft definitions. He plans to have an update sent out towards the end of the week.

Justin Ness made a motion, seconded by Mark Musser, 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 12:47 PM.

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Lynn Stutzman  
Engineering Administrative Assistant