

**City of Cody**  
**Planning, Zoning and Adjustment Board**  
**Tuesday, January 9, 2018**

A meeting of the Cody Planning, Zoning and Adjustment Board was held in the Council Chambers of City Hall in Cody, Wyoming on Tuesday, January 9, 2018 at 12:00 pm.

Present: Steve Miller, Chairman; Heidi Rasmussen, Buzzy Hassrick, Richard Jones, Kayl Mitchell, Sandra Kitchen, City Deputy Attorney; Todd Stowell, City Planner; Kylie Hanson, Administrative Secretary.

Absent: Curt Dansie, Glenn A. Nielson, Council Liaison

Chairman Steve Miller, called the meeting to order at 12:00 pm, followed by the pledge of allegiance.

Chairman Steve Miller noted that the City Council reappointed member Curt Dansie to the board.

Richard Jones made a motion, seconded by Buzzy Hassrick, to appoint Steve Miller as Chairman for the Planning, Zoning and Adjustment Board for 2018.

Vote on the motion was unanimous, motion carried.

Buzzy Hassrick made a motion, seconded by Kayl Mitchell, to appoint Heidi Rasmussen as Vice Chairman for the Planning, Zoning and Adjustment Board for 2018.

Vote on the motion was unanimous, motion carried.

Richard Jones made a motion, seconded by Heidi Rasmussen, to approve the agenda for January 9, 2018.

Vote on the motion was unanimous, motion carried.

Buzzy Hassrick made a motion, seconded by Kayl Mitchell, to approve the minutes for the December 12, 2017 meeting.

Vote on the motion was unanimous, motion carried.

**NEW BUSINESS:**

A. Todd Stowell presented a Downtown Architectural Review for a sign and awning, for Richard Realty, located at 927 12<sup>th</sup> Street, on an existing building.

Richard Jones made a motion, seconded by Buzzy Hassrick, to approve the sign and awning for Richard Realty.

Vote on the motion was unanimous, motion carried.

B. Todd Stowell presented a Downtown Architectural Review for the existing building, located at 1356 Sheridan Avenue. It was noted that the roof would be a pergola style, flat roof system. The applicant

and their contractor spoke in regards to the distance of the glass walls from the front of the building, the flames from the fire pit and the lighting. As currently planned the front and two sides would be similar to the structure on 12<sup>th</sup> Street. The front would set 1-2' behind the building front. The flame may be visible from the street at night; however, they only envision having occasional nighttime gatherings. The lighting would be low wattage LED lighting to create a soft warm space. There would be no flashing lights.

Richard Jones made a motion, seconded by Kayl Mitchell, to approve the project and projecting sign as proposed.

Vote on the motion was unanimous, motion carried.

P & Z Board Matters – None.

Council Updates – None.

Staff Items –

1. Council is conducting interviews, for the remaining position, this afternoon.
2. The Infill Subdivision Ordinance was passed by Council. They did choose gravel as the material for access roads.

Buzzy Hassrick made a motion, seconded by Kayl Mitchell, to adjourn the meeting.

Vote on the motion was unanimous, motion carried.

There being no further business to come before the Board, Chairman Steve Miller adjourned the meeting at 12:20 p.m.

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Kylie Hanson, Administrative Secretary