

**City of Cody**  
**Planning, Zoning and Adjustment Board**  
**Tuesday, April 24, 2012**

A regular meeting of the Cody Planning, Zoning and Adjustment Board was held in Council Chambers of City Hall in Cody, Wyoming on Tuesday, April 24, 2012 at 12:00 PM

Present: Rick Brasher, Vice Chairperson; Justin Lundvall; Kim Borer, Chairperson; Bud McDonald; Mark Musser; Steve Miller, Council Liaison; Sandra Kitchen, Deputy City Attorney; Todd Stowell, City Planner; Jolene Osborne, Engineering Administrative Assistant;

Excused Absence: Jacob Ivanoff; Bob Senitte;

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

Bud McDonald made a motion seconded by Mark Musser to approve the Agenda. Vote on the motion was unanimous, motion carried.

Justin Lundvall made a motion seconded by Bud McDonald to approve the minutes of the April 10, 2012 regular meeting with the following corrections:

- a. Correction of the spelling of Justin Lundvall's name on page 2.
- b. Correction of the order of the presentation of communications.
- c. Page 3 remove the extraneous word "on."
- d. Page 3 remove the extraneous word "time."

Vote on the motion was unanimous, motion carried.

**PRESENTATION OF COMMUNICATIONS:**

Paul Brock presented the sign plan application for the Buffalo Bill Historical Center to the board. He explained that while the current proposal is not lit, the structure will be built to allow for future internal illumination.

Todd Stowell presented the staff report stating that the application met all sizing requirements for the zone.

Bud McDonald made a motion seconded by Rick Brasher to approve the sign plan application submitted by the Buffalo Bill Historical Center at 720 Sheridan Avenue with the condition that they obtain a building permit.

Vote on the motion was unanimous, motion carried.

Everett Diehl, owner of the Chamberlin Inn, spoke in regard to their downtown architectural district review application to replace a window with French doors at 1032 12<sup>th</sup> Street.

Todd Stowell presented the staff report, noting the requirement for the Planning, Zoning and Adjustment Board's review of the exterior of buildings in the downtown architectural district.

Rick Brasher made a motion seconded by Mark Musser to approve the application submitted by the Chamberlin Inn at 1032 12<sup>th</sup> Street with the condition that they obtain a building permit.

Vote on the motion was unanimous, motion carried.

Jeremy Glib with GDA Engineering spoke on behalf of the CTR project located at 2401 Sheridan Avenue in regard to the landscape plan.

Todd Stowell mentioned that while the ordinance requires landscaping, it does not specify types of landscaping. Staff would like to see more vertical landscaping with this application that would provide a buffer for the neighboring residential areas. However, the application is sufficient.

Justin Lundvall stated that while the ordinance states that landscaping should be required, there is nothing that gives the board the authority to be more specific. Rick Brasher agreed that while landscaping is nice in the community, it would be beneficial for Planning and Zoning to have more guidelines. Sandra Kitchen stated that while some communities are very specific in regard to landscaping requirements, Cody requirements are minimal. The mayor and council would be the avenue for the board to recommend those proposals; however increased landscaping requirements would increase development cost for businesses. Mark Musser emphasized that property rights should be considered.

Mark Musser made a motion seconded by Bud McDonald to approve the landscape plan submitted by CTR for property located at 2401 Sheridan Avenue.

Vote on the motion was unanimous, motion carried.

Justin Lundvall made a motion seconded by Bud McDonald to remove from the table the downtown architectural review for Shoshone Title at 1002 13<sup>th</sup> Street.

Vote on the motion was unanimous, motion carried.

Kim Nelson with KB Nelson Construction presented the application by Shoshone Title for the addition of new windows at 1002 13<sup>th</sup> Street, explaining the type, size and location.

Bud McDonald made a motion seconded by Justin Lundvall to approve the application submitted by KB Nelson Construction on behalf of Shoshone Title located at 1002 13<sup>th</sup> Street with the condition that they obtain a building permit.

Vote on the motion was unanimous, motion carried.

Jolene Osborne presented the approved sign applications for PC Cowboys at 2220 Big Horn Avenue, Lisa McDonald at 613 Yellowstone Avenue, Strandz Salon at 1924 Sheridan Avenue and The Cody at 232 West Yellowstone Avenue.

Steve Miller stated that he will discuss the Planning, Zoning and Adjustment Board's concerns in regard to landscaping requirements with the council. Todd Stowell suggested that the Master Plan update would be a good forum to discuss the concept of landscaping

requirements. Rick Brasher wanted to reiterate that the board is not interested in unduly burdening developers.

Todd Stowell presented the letter of withdrawal and thanks from Bright Beginnings Daycare to the board for the ordinance change in response to their special exemption application.

Todd Stowell also reminded the board that this Friday is the WYOPASS conference in Thermopolis. Bud McDonald, Kim Borer and Todd Stowell will be attending.

Meeting adjourned at 12:29 PM.

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Jolene Y. Osborne  
Engineering Administrative Assistant