

**City of Cody**  
**Planning, Zoning and Adjustment Board**  
**Tuesday, July 10, 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, July 10, 2012 at 12:00 PM

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

Excused Absence: Jacob Ivanoff;

Chairperson Kim Borer called the meeting to order at 12:00 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 June 26, 2012 regular meeting with the addition of the approval of the vote on the minutes. Vote on the motion was unanimous, motion carried.

**PRESENTATION OF COMMUNICATIONS:**

Todd Stowell presented the site plan proposal for the development of a retail store at 2819 Big Horn Avenue.

Patrick Shellady spoke regarding the project. He was agreeable to the entrance paving, installation of the alley and turnaround, propane tank protection system requirements, the engineered sign footings, wall pack light specifications and the proposed easement as suggested by staff.

Justin Merchant, Sage Civil Engineering, spoke regarding the labeling of the curb stop in the water line on the Site/Utility Plan. The plan and profile already includes that label and it can be easily added to the Site/Utility Plan.

Rick Brasher made a motion seconded by Bud McDonald to approve the site plan submitted by Wyoming Home & Ranch for property located at 2819 Big Horn Avenue with the following conditions:

1. Construction of the water line and storm water facilities must be inspected and certified by the applicant's engineer. Also, submit a copy of the DEQ permit for the waterline and a set of electronic drawings.
2. The entrance must be paved prior to occupancy of Phase 1. Methods to avoid track out onto the public streets must occur during construction.
3. Prior to utilization of the city property to the north for access, the applicant must install an alley and turnaround to City standards (6" crushed base course, graded, etc.). Coordinate design and construction with Public Works.
4. The ADA parking spaces shall comply with the adopted dimensional requirements.

5. The propane tank size, location, and protection system (bollards) shall comply with applicable codes. The propane station detail on sheet 3 does not meet applicable code.
6. Label the curb stop in the water line on the Site/Utility Plan (Sheet 1 of 3).
7. The sign footings must be designed by an engineer.
8. The electronic message board must comply with 10-15-3(B)(10) of the City of Cody Code.
9. The wall pack light on the west side of Phase 2 of the building is not authorized to have a "forward throw". The fixture(s) to be used may not direct significant light onto neighboring properties.
10. Provide a 15' wide utility easement along the west property line. The easement is for access to the power lines that will serve this project. The easement must be recorded prior to occupancy.
11. The applicant will install a waterline with drip system for landscaping.
12. The Planning, Zoning, and Adjustment Board reserves the right to review the parking and landscaping situations at the time of Phase 2.
13. This site plan approval is valid for five (5) years. Any portions of the project not constructed by that time may not be permitted without further zoning review.

Vote on the motion was unanimous, motion carried.

Todd Stowell presented the architectural plan proposed by TCT West for the remodel of the existing building located at 1601 South Park Drive.

Dan Odasz of Plan One Architects described the proposal and included a sample of the blue roofing material and a new parking plan layout as recommended by staff. The applicant is agreeable to the modified parking layout, the ADA ramp and railing repairs, the sidewalk extension and building permit.

Bud McDonald made a motion seconded by Bob Senitte to approve the plan submitted by TCT West for property located at 1601 South Park Drive with the following conditions:

1. That the applicant submit a new site plan (Sheet AS1.1) with modified parking layouts that strictly comply with the dimensional standards recommended in the staff report, or other parking layouts demonstrated to provide sufficient backing and maneuvering area.
2. The ADA ramp and railing next to the front of the building must be repaired or replaced as needed to meet applicable code requirements.
3. Sidewalk shall be extended to the southwest area of the site, and an ADA ramp provided.
4. The project must otherwise comply with the submitted site plan and applicable building, fire, and electrical codes. A building permit application is required.

Vote on the motion was unanimous, motion carried.

Brian McDaniel, owner of Wyoming Steel Services, LLC, spoke regarding his initial proposal to install slats in the chainlink fence around the property at 156 Road 2AB. He now prefers to not install the slats, and asks that no additional fencing or screening be required at this time. At the end of his 2-year lease of the property, he is agreeable to the issue of screening being revisited.

Bud McDonald made a motion seconded by Mark Musser to approve the fencing wavier to the temporary site plan originally approved on March 27, 2012 submitted by Wyoming Steel Services at 156 Road 2AB for the remainder of the 2-year lease period. Kim Borer

and Bob Senitte opposed the motion. Rick Brasher, Justin Lundvall, Mark Musser and Bud McDonald voted in favor of the motion. Motion carried.

Jolene Osborne presented the approved sign applications for Roger's Sport Center at 2812 Big Horn Avenue, ProBuild at 1938 Sheridan Avenue, Winchester Gun Show off-premise signs and Starbuck's Coffee at 1825 17<sup>th</sup> Street.

Kim Borer stated that the final update for the Street Scape plan will be presented to the committee tomorrow night.

Steve Miller updated the board with the council process regarding the re-zoning of the Platinum Avenue property. The second reading for the re-zoning ordinance is scheduled for the next council meeting, July 17th.

Todd Stowell requested the board review the draft nonconforming code for consideration at a future meeting.

Meeting adjourned at 1:07 PM.

---

Jolene Y. Osborne  
Engineering Administrative Assistant