

City of Cody
Planning, Zoning, and Adjustment
Board Meeting December 8, 2020

A meeting of the City of Cody Planning, Zoning and Adjustment Board was held in the Council Chambers of City Hall in Cody, Wyoming on Tuesday, December 8, 2020 at 12:00 pm.

Present: Richard Jones; Scott Richard; Wade McMillin; Sandi Fisher; City Deputy Attorney Sandee Kitchen; City Planner Todd Stowell; Council Liaison Glenn Nielson; Administrative Coordinator Bernie Butler

Absent: Kayl Mitchell; Klay Nelson; Rodney Laib

Richard Jones called the meeting to order at 12:00 pm, followed by the pledge of allegiance.

Sandi Fisher made a motion, seconded by Wade McMillin to approve the agenda for the December 8, 2020 meeting. Vote on the motion was unanimous, motion carried.

Scott Richard made a motion, seconded by Sandi Fisher to approve the minutes from the November 10, 2020 meeting. Vote on the motion was unanimous, motion carried.

BUSINESS:

A. Todd Stowell presented a downtown architectural district sign review for Timmer Gallery, located at 1371 Sheridan Avenue.

Scott Richard made a motion, seconded by Wade McMillin to approve the Timmer Gallery sign. Vote on the motion was unanimous, motion carried.

B. Todd Stowell reviewed the staff report for the Preliminary Plat for the Buffalo Bluff 2-lot Minor Subdivision, located at 137 Belfry Highway.

The City of Cody is working on getting sewer and electric to the subdivision.

Wade McMillin made a motion seconded by Sandi Fisher to approve the Preliminary Plat with variances 1-4, and conditions 1-7 in the staff report. Vote on the motion was unanimous, motion carried.

C. The Public Hearing was opened at 12:15 for a special exemption for the Trinity Lutheran Church to install a sign with an electronic message board at 3401 Sheridan Avenue. There were no comments from the public. The hearing was closed at 12:18.

D. Todd Stowell reviewed the special exemption for a sign with an electronic message board for the Trinity Lutheran Church. Todd went over the criteria for a special exemption to the City's sign standards.

Letters were sent to the neighbors and there were no objections to the sign. A representative from the Church answered questions from the Board. The Board discussed the sign illumination, and the hours the sign would be operated.

Staff suggested that a 45-day trial period be granted for the church to install and operate the sign. The City would ask for feedback on the installed sign from the neighbors. Any modification will be discussed with the Board.

Scott Richard made a motion seconded by Wade McMillin to approve the sign with the Planning and Zoning Board findings 1-4 of the staff report, and with proposed conditions of approval 1 and 3 in the staff report.

Vote on the motion was unanimous, motion passed.

E. Todd Stowell reviewed the site plan for the foyer addition at Wyoming Authentic Products, located at 2517 Lt. Childers Street.

Sandi Fisher made a motion seconded by Wade McMillin to approve the site plan for the foyer addition at Wyoming Authentic Products. Vote on the motion was unanimous, motion passes.

P&Z Board Matters: none

Council Update: none

Staff Items: Todd mentioned the discussion that City Council is having about the Planning and Zoning Board review process. The Council workshop will be December 8, 2020 at 5:30.

Sandi Fisher made a motion, seconded by Wade McMillin to adjourn the meeting. Vote on the motion was unanimous.

The meeting was adjourned at 1:03 pm.

Bernie Butler

Bernie Butler, Administrative Coordinator