

City of Cody
Planning, Zoning, and Adjustment
Board Meeting March 9, 2021

A meeting of the City of Cody Planning, Zoning and Adjustment Board was held in the Council Chambers of Cody in Cody, Wyoming on Tuesday, March 9, 2021 at 12:00 pm.

Present: Vice Chairman Richard Jones; Scott Richard; Carson Rowley; Wade McMillin; City Deputy Attorney Sandee Kitchen; City Planner Todd Stowell; Council Liaison Andy Quick; Administrative Coordinator Bernie Butler.

Absent: Kayl Mitchell; Sandi Fisher; Rodney Laib

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

Wade McMillin made a motion, seconded by Scott Richard, to approve the agenda for the March 9, 2021 meeting. Vote on the motion was unanimous, motion carried.

Wade McMillin made a motion, seconded by Scott Richard, to approve the minutes from the meeting on February 23, 2021 with corrections. Vote on the motion was unanimous, motion carried.

Carson Rowley made a motion, seconded by Wade McMillin, to remove from the table the sign plan reviews for Cody Cattle and Company and Cody Firearms Experience from the table. Vote on the motion was unanimous, motion passed.

Richard Jones made a motion, seconded by Carson Rowley, to table the sign plan reviews for Cody Cattle Company and Cody Firearms Experience until the March 23, 2020 meeting. Vote on the motion was unanimous, motion passed.

Reviewed the site plan for the KOA Planned Unit Development expansion for 23 new RV spaces, located at 5561 Greybull Highway. The expansion will be to the northeast of the existing KOA campground. Each site will be served with City sewer, water, and power. The internal roads will have a gravel surface and each space will have a concrete pad and lawn area.

The existing KOA campground will be disconnecting from Northwest Rural Water (NWRWD) and connecting to City domestic water. The cost of disconnecting from NWRWD will be the responsibility of the KOA campground.

Wade McMillin made a motion, seconded by Carson Rowley, to recommend approval of the project to City Council with recommendations 1-13 in the staff report. The recommendation is contingent on everything working out related to disconnecting from NWRWD, and connecting to City water, to the satisfaction of both the City and Property owner. Vote on the motion was unanimous, motion passed.

The preliminary plat of the Musser-Beacon Hill 6-lot Commercial Subdivision was removed from the agenda.

Todd Stowell reviewed a Downtown Architectural District sign for Clearwater Properties awning and sign, located at 1349 Sheridan Avenue. The awning extends over the WYDOT right-of-way and has a clearance of 8 feet. An encroachment permit from WYDOT will be required. The standard clearance above a State Highway sidewalk is 10 feet. City staff supports a 9' clearance for this project. This would require a WYDOT variance.

Scott Richard made a motion, seconded by Carson Rowley, to approve the project with a 9' clearance variance approved by WYDOT. Vote on the motion was unanimous, motion passed.

Staff reviewed a minor architectural sign for Midway Auto & RV located at 2226 Big Horn Avenue. The improvements for the exterior of the building include wrapping the existing rock with metal siding, installing decorative columns at each front corner of the building, replacing the metal siding of the building parapet, and

an extension of the parapet at the front of the building to accommodate a sign.

There was a discussion on the roof sign and if it is allowed by the current sign code. The applicant has modified the original sign to a trapezoid shape and slightly widened it to avoid being shaped like the lighted logo.

Scott Richard made a motion, seconded by Wade McMillin, to approve the architectural changes and signs, with recommendations 1 and 2 in the staff report. Vote on the motion was unanimous, motion approved.

A Public Hearing opened at 12:43 pm for a special exemption request to reduce the required on-site parking spaces to 22, for Cody Craft brewing, located at 1732 Sheridan Avenue.

Leonard Moore, property owner at 1743 Beck Avenue, was not opposed to the special exemption, but commented that the street parking across from the Brewery is full all day. Food trucks will also reduce the parking. If the 17th Street and Sheridan Avenue intersection is modified in the future, it will have an impact on parking.

Applicant / Co-owner Patrick Walker, said that the Brewery will never become a restaurant. Since the Holiday Inn has 185 rooms, he is anticipating there will be several customers that will walk to the Brewery.

Architect Kane Morris, with Point Architect, said that any food trucks will park in the alley on the east side of the building. Pinnacle Bank is not willing to enter into a shared parking lot agreement. There are 55 parking spaces at the bank. There will be 2 ADA parking spaces in front of the Brewery. There are 17 spaces in the current parking lot. He said the street parking should be open to anyone.

The Public Hearing was closed at 12:57 pm.

Todd Stowell explained the City of Cody Parking Ordinance. The 100 seats shown on the drawing are much less than the capacity of the building. Staff identified that seating capacity of the facility was around 171 persons (99 at tables, 33 at bars, and 39 in the party room). Additional points from the staff report were made. The applicant has proposed 22 parking spaces.

There were questions from the Board.

Carson Rowley made a motion, seconded by Scott Richard, to table this item until the March 23rd meeting. Vote on the motion was unanimous, motion passed.

Wade McMillin made a motion, seconded by Scott Richard, to adjourn the meeting. Vote on the motion was unanimous, motion passed.

There being no further business to come before the Board, Vice Chairman Richard Jones adjourned the meeting at 1:40 pm.

Bernie Butler

Bernie Butler, Administrative Coordinator