

City of Cody
Planning, Zoning and Adjustment Board
Tuesday, May 28, 2013

A regular meeting of the Cody Planning, Zoning and Adjustment Board was held in Council Chambers of City Hall in Cody, Wyoming on Tuesday, May 28, 2013 at 12:00 PM

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

Excused Absence: Justin Lundvall, Vice Chairperson; Kim Borer; Bob Senitte;

Chairperson Rick Brasher 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 as presented. Vote on the motion was unanimous, motion carried.

Justin Ness made a motion seconded by Bud McDonald to approve the minutes of the May 14, 2013 regular meeting. Vote on the motion was unanimous, motion carried.

PRESENTATION OF COMMUNICATIONS:

Todd Stowell presented the staff report regarding the proposed exterior remodel at 1609 Sheridan Avenue for the Denny Menholt show room. They will be providing an ADA parking space that will be reviewed by the Building Official. An installation of a parking block may be required.

Bud McDonald made a motion seconded by Justin Ness to approve the proposed exterior remodel for Denny Menholt at 1609 Sheridan Avenue providing that the applicant work with the building official in regard to the ADA requirements. Vote on the motion was unanimous, motion carried.

Todd Stowell presented the application submitted by Cody Laboratories, Inc. at 601 Yellowstone Avenue for the addition of an exterior sound wall. The board questioned staff regarding the landscaping issues and stressed their concern.

Bud McDonald made a motion seconded by Justin Ness to approve the application for the construction of a sound barrier wall submitted by Cody Laboratories, Inc. at 601 Yellowstone Avenue. Vote on the motion was unanimous, motion carried.

Bud McDonald made a motion seconded by Mark Musser to authorize Todd Stowell, the City Planner, to contact Cody Laboratories, Inc. at 601 Yellowstone Avenue to pass on the board's concerns regarding the landscaping.

Todd Stowell presented the staff report regarding the County Simple Subdivision application submitted by Katherine Kamm for property located at 212 North 37th Street.

Brett Farmer, Sage Civil Engineering, and Katherine Kamm answered questions from the board. Katherine Kamm explained the history of the County's vacation of the previous

turn-around. The existing fencing in relation to the possible dedicated right-of-way was discussed. Rick Brasher reviewed the staff conditions with the applicant.

Justin Ness made a motion seconded by Bud McDonald to recommend to Council approval of the preliminary plat (or sketch plan) of the Kamm Simple Subdivision submitted by Katherine Kamm with the following variances:

1. From all street improvement requirements.
2. From the alley requirement.
3. From the agreement of future annexation.
4. From the 50-foot frontage requirement.

And with the following conditions:

1. Submit the following:
 - a. Copies of all easement documents, such that it can be verified that all easements of record are shown. (Add any missing easements.)
 - b. Verification that the existing well to which the house is connected meets the County's requirements or that connection to the Northwest Rural Water tap has occurred.
 - c. A document that establishes an easement for the gas line to the lot.
 - d. Provide utility easements as required by the utility providers.
 - e. Submit a revised final plat, meeting all requirements for recording, and which reflects the conditions noted.
2. Note the variances granted on the final plat.

Vote on the motion was unanimous, motion carried.

Jolene Osborne provided the board with an update regarding recent sign approvals.

Justin Ness requested that a landscaping ordinance be developed as the board would like guidance. Additionally, he would like to see the enforcement of the landscaping be included in the ordinance. They would also like to have a time-table for the ordinance review. Todd Stowell suggested a sub-committee be formed to provide staff with some initial direction.

The sign on the Moss property in front of Cody Laboratories was discussed.

Todd Stowell has completed edits and notes regarding the Master Plan and sent the document to the consultants including all of the comments received. The consultants are planning to return the document at the end of this week. Public review release will be forthcoming with a public hearing.

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

There being no further business to come before the board, Chairperson Rick Brasher adjourned the meeting at 1:04 PM.

Jolene Y. Osborne
Engineering Administrative Assistant