

City of Cody
Planning, Zoning and Adjustment Board
Tuesday, February 11, 2014

A regular meeting of the Cody Planning, Zoning and Adjustment Board was held in the Council Chambers of City Hall in Cody, Wyoming on Tuesday, February 11, 2014 at 12:00 PM

Present: Justin Lundvall, Chairperson; Justin Ness, Vice Chairperson; Buzzy Hassrick; Kim Borer; Bob Senitte; Mark Musser, Steve Miller, Council Liaison; Sandra Kitchen, Deputy City Attorney; Todd Stowell, City Planner; Utana Dye, Certified Engineering Technician II.

Absent: Brad Payne

Chairperson Justin Lundvall called the meeting to order at 12:00PM, followed by the pledge of allegiance.

Mark Musser made a motion seconded Justin Ness to approve the agenda. Vote on the motion was unanimous, motion carried.

Kim Borer made a motion seconded by Buzzy Hassrick to table the minutes until the corrections are made for the January 28, 2014 meeting. Vote on the motion was unanimous, motion carried.

PRESENTATION OF COMMUNICATIONS:

Justin Ness recused himself from the following application.

Todd Stowell presented the staff report outlining the proposal by Cody Land Development Company for the Final Plat of the CDLC Major Subdivision located on 2AB. The property is approximately 119 acres in size and located along both sides of Road 2AB. With the exception of the hillside area on what is now Lot 5, which is zoned Industrial "E", all of the subdivision is zoned Heavy Industrial.

The final plat is slightly different from the approved version of the preliminary plat in the following ways:

- A. One lot has been eliminated: What were Lots 3 and 4 is now Lot 4, and Lot 10 was relabeled as Lot 3.
- B. Lot boundaries north of the Harris Trucking lot have been rearranged (Lot 5 now contains the hillside in that area).
- C. A new 10' natural gas easement is provided behind the 10' utility easement on the north side of 2AB (the natural gas line route is now planned along 2AB).
- D. The 40-foot access and utility easement (Easement 2) has been removed from the area west of the access road to the City water tower; the remaining 40-foot access and utility easement is now entirely south of the 20-foot Rocky Mountain Power easement (it was north of the power line).

Additional differences simply relate to identification and labeling of easements and the conditions of preliminary plat approval.

Kim Borer made a motion seconded by Mark Musser to approve the modifications to the preliminary plat of the CLDC subdivision on Road 2AB.
Vote on the motion was unanimous, motion carried.

Kim Borer made a motion second by Buzzy Hassrick to recommend approval of the final plat for the CDLC Subdivision on Road 2AB to the City Council and have the Planning and Zoning Board chairman sign the final plat mylar, subject to the following conditions:

1. Add a note to the final plat reflecting the utility situations—something to the following effect:
At the time of recording of this subdivision, all lots except Lot 5 have water services and all lots except Lots 3 and 5 have sewer services. It is the responsibility of the developer to provide a water service and sewer service to Lot 5. Installation of the services must occur prior to, or in conjunction with, development of Lot 5. A variance was granted for no sewer service line for Lot 3. No natural gas services have been provided. It is the responsibility of the developer to complete the gas main and gas service installations as determined by Energy West. Installation of electrical power services is explained in Variance #5.
2. Payment of a minimum ¾" water tap fee for Lot 5, in the amount of \$1,000.00, must be made prior to the mayor signing the final plat.
3. Payment of the electrical estimate in the amount of \$15,006.84 must be made prior to the mayor signing the final plat.
4. The vacation of the unused city water line easement must occur prior to the plat being recorded as is; or, the plat needs to reflect the easement as existing.

Vote on the motion was unanimous, motion carried.

Justin Ness rejoined the meeting.

Todd Stowell presented the staff report outlining the site plan review for Tractor Supply Company located at what has been 324 and 330 Yellowstone Avenue.

Dave Schultz and Brian Hedrick from Sage Civil Engineering were present to discuss the site plan. They discussed the irrigation plan. They can't speak for the types of the trees that go along the eastside of the building. They will go back and suggest to the client evergreens or something that would stay green all year around. There will be another entity that will be submitting the signage for the Tractor Supply.

Todd responded to a question about the headlight screen mentioned in the staff report, indicating that the headlight glare from the vehicles in the north parking area could cause inconvenience and confusion for people exiting the east Walmart exit. It is something for the board to discuss.

Kim Borer made a motion seconded by Buzzy Hassrick to approve the site plan as submitted by Tractor Supply Company with the following conditions:

1. Provide an updated site plan that contains all clarifications and modifications noted in the staff report, including: parking space length, ADA stall width, adjusting the water valves and manhole to finished grade, stop signs, sleeves for taking irrigation water to the landscaped areas, seeding the disturbed hillside with native grasses, and showing the building entryways.
2. Coordinate dumpster numbers and locations with the sanitation division.
3. The landscaped areas must be provided with an automatic watering system and maintained in a healthy manner.
4. Combine the parcels through the County Assessor's office prior to issuance of the building permit.
5. The project must otherwise comply with the site plan and applicable building, fire, and electrical codes.

6. The storm water facilities are to be inspected and certified by the applicant's engineer that they were completed according to approved plans, prior to issuance of a certificate of occupancy.
7. The board is not approving the sign above the door on the building.
8. The freestanding sign is 25' feet in height.
9. That evergreen trees be added to the eastside of the building.

Buzzy Hassrick, Kim Borer, Mark Musser, Justin Lundvall, and Bob Senitte were in favor. Justin Ness opposed. Vote on the motion carried.

P&Z Board Matters- Justin Ness asked for a landscape ordinance to be drafted.

Council Update by Steve Miller-Will get the landscape ordinance going.

Staff Items:

The updated draft Master Plan will out for review by the end of the day or tomorrow. The Master Plan can be viewed on the website and copies will be made available for the public. There will be two public meetings on Tuesday, March 4th in the Council Chambers. The times for those meetings will be at 12:00 PM and 7:00PM.

Introduce Draft Accessory Dwelling Ordinance- this ordinance pertains to accessory apartments. Todd will provide copies to the Board, and asks that they review the ordinance for future discussion.

Rain Barrel Project by the Nature Conservancy. The Nature Conservancy is working with business owners to place hand-painted rain barrels at six commercial locations around town. They are being used to water small gardens. There won't be any placed on the Sheridan Avenue sidewalk. Todd just want to inform the board of the project. This is not something the board has to review.

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

There being no further business to come before the board, Chairperson Justin Lundvall adjourned the meeting at 1:08PM.

Utana L. Dye
Certified Engineering Technician II