

City of Cody
Planning, Zoning and Adjustment Board
Tuesday, October 28, 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, October 28, 2014 at 12:00 PM

Present: Justin Lundvall-Chairperson; Robert Senitte; Buzzy Hassrick; Kim Borer; Brad Payne; Mark Musser; Justin Ness; Sandra Kitchen, Deputy City Attorney; Steve Miller, Council Liaison; Todd Stowell, City Planner; Lynn Stutzman, Engineering Administrative Assistant.

Absent: None.

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

Buzzy Hassrick made a motion, seconded by Kim Borer, to approve the agenda. Vote on the motion was unanimous, motion carried.

Kim Borer made a motion, seconded by Buzzy Hassrick, to approve the minutes for the October 14, 2014 special meeting. Vote on the motion was unanimous, motion carried.

Justin Ness made a motion, seconded by Mark Musser, to approve the minutes for the October 14, 2014 meeting with the corrections noted. Vote on the motion was unanimous, motion carried.

NEW BUSINESS:

Todd Stowell presented the staff report for a site plan review of the Whitlock Motors building located at 2825 Big Horn Avenue.

Brad Payne made a motion, seconded by Robert Senitte, to approve the site plan of the Whitlock Motors building located at 2825 Big Horn Avenue as presented with the following conditions:

1. A stop sign is to be installed at the exit, in accordance with City standards.
2. Provide corrected utility details on the plan set that will be submitted with the building permit. The details are to be per the utility provider's requirements. Include a reduced pressure principle backflow preventer on the water line.
3. The light poles are limited to 32 feet above grade.
4. Provide an update to the storm water inlet detail, which shows a type of pipe approved by the city and WYDOT. An encroachment permit for the work must be obtained prior to installation.
5. Add the "Van Accessible" sign to the ADA parking sign.
6. Applicable city utility fees (water, sewer, power) are to be paid prior to building permit issuance.
7. The project must otherwise comply with the site plan and applicable building, fire, and electrical codes.

8. 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.
9. Concrete collars are to be placed around the clean outs.

Vote on the motion was unanimous, motion carried.

Todd Stowell presented the staff report for a site plan review for the Autozone building located at 610 Yellowstone Avenue.

Kim Borer made a motion, seconded by Buzzy Hassrick, to approve the site plan review for the Autozone building located at 610 Yellowstone Avenue as presented with the following conditions:

1. A stop sign is to be installed at the exit, in accordance with City standards.
2. Address the storm water concerns noted in the staff report (point discharge and erosion hazard), and provide details to correct those issues on the plan set that will be submitted with the building permit.
3. Provide an approved barrier along the grassy area next to the Stick Shift Motors entrance.
4. Obtain the necessary encroachment permit from WYDOT for the landscaping within the WYDOT right-of-way.
5. Obtain a permit from WYDOT for the widening of the approach. The approach is to be constructed to ADA standards, including the truncated dome warning pads.
6. The ADA entrance to the building needs a detectable warning mat where the unloading zone meets the sidewalk.
7. Provide the engineer's wind loading calculations for the freestanding sign with the building permit application.
8. Cleanouts are to be provided at the 90-degree bends of the sewer line. Also, the cleanouts in the driving areas are to be protected with concrete collars.
9. Applicable city utility fees (power, etc.) are to be paid prior to building permit issuance.
10. The project must otherwise comply with the site plan and applicable building, fire, and electrical codes.
11. The drainage 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.
12. Additional landscaping on the east side including trees to shield the dumpster area. Large rocks or shrubs in the northwest corner area and low lying shrubs they would like to enhance with.
13. Dumpsters will be located at the back of the lot.
14. Wall pack light fixtures to be full-cut off style.
15. Use some split face block to provide variety.

Vote on the motion was unanimous, motion carried.

Todd Stowell presented the staff report for site plan review for the FedEx Ground Facility located at 33rd Street. Brian Edwards of Holm, Blough Co. as representative of the applicant, Ruedebush Development and Construction, provided additional information.

Kim Borer made a motion, seconded by Buzzy Hassrick, to approve the site plan review for the FedEx Ground Facility located at 33rd Street subject to the following conditions. Vote on the motion was unanimous, motion carried.

1. Provide updated plans for submittal with the building permit addressing all of the following applicable items, and coordinated with the architectural and landscaping plans.
2. Update the landscaping plan by shifting all trees outside of the city utility easement (based on size at maturity), and out of the bottom of the drainage swale/area. Also note the height of the wrought iron ornamental fence (6 feet maximum) and the irrigation plan (pump, storage, sleeves under pavement, etc. as needed). Minimum height of the trees at planting is 8 feet above ground level.
3. The final utility plans are subject to review and approval by the Public Works Department. In addition the water and sewer main extensions require WY DEQ approval prior to construction.
4. Coordinate access to the site for garbage collection, and the dumpster location(s) with the sanitation division. They require access without relying on others (e.g. keycard).
5. Coordinate emergency response access to the site with the fire marshal. Again, a key card or other easy method of entry is needed.
6. Provide the lip along the west side of the asphalt, as requested by the city engineer.
7. Provide for pedestrian ADA access across the road approaches (slope sidewalks/curbing and install detectible warning pads, etc.). Submit details for review prior to construction.
8. Shift the three light poles on the west side of the property away from the property line at least a few feet. Limit the height of proposed poles to 33’.
9. Applicable city utility fees (power, etc.) are to be paid prior to building permit issuance.
10. All site lighting must be full cut-off style.
11. The project must otherwise comply with the most recent plans and applicable building, fire, and electrical codes.
12. The drainage 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.
13. If landscaping cannot be installed prior to occupancy due to weather, a financial security with conditions acceptable to the city may be provided to delay installation until favorable weather conditions exist.
14. Architectural exterior of the building is to include 25% of masonry features and change overhead door color to be more compatible with the colors of the building.

Approved Signs by Staff: Thrivent Financial located at 205 Trail Avenue; Canyon Therapy located at 544 Yellowstone Avenue; Willow Creek Apartments located at 2730 Cougar Avenue.

P&Z Board Matters: None

Council Update: None

Staff Items: None

Kim Borer made a motion, seconded by Buzzy Hassrick, 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 2:40 PM.

Lynn Stutzman
Engineering Administrative Assistant