

City of Cody
Planning, Zoning and Adjustment Board
Tuesday, September 12, 2017

A meeting of the Cody Planning, Zoning and Adjustment Board was held in the Council Chambers of City Hall in Cody, Wyoming on Tuesday, September 12, 2017 at 12:00 pm.

Present: Steve Miller, Chairman; Heidi Rasmussen, Kayl Mitchell, Heidi Rasmussen, Curt Dansie, Buzzy Hassrick, Reese Graham, Glenn A. Nielson, Council Liaison; Sandra Kitchen, City Deputy Attorney; Todd Stowell, City Planner; Bernie Butler, Administrative Assistant.

Absent: Richard Jones

Chairman Steve Miller, called the meeting to order at 12:00 pm, followed by the pledge of allegiance.

Buzzy Hassrick made a motion, seconded by Reese Graham, to approve the agenda for September 12, 2017. Vote on the motion was unanimous, motion carried.

Kayl Mitchell made a motion, seconded by Heidi Rasmussen, to approve the minutes for the August 22, 2017 meeting. Vote on the motion was unanimous, motion carried.

NEW BUSINESS:

A. Todd Stowell presented a Downtown sign plan review for the Fraternal Order of Eagles Aerie #818, located at 1001 13th Street, for a lighted message board. The sign would be a 4-foot x 8-foot reader board.

Heidi Rasmussen made a motion, seconded by Curt Dansie, to approve the Eagles reader board as presented, subject to compliance with the on-premise advertising limitations.

Vote on the motion was unanimous, motion carried.

B. The Public Hearing for a Conditional Use Permit for T-Mobile West, LLC to install a wireless communications facility on the Riley Arena, at 1400 Heart Mountain Street, began at 12:07 p.m.

There were no comments from the public.

The Public Hearing for a Conditional Use Permit, for T-Mobile West, LLC to install a wireless communications facility on the Riley Arena, at 1400 Heart Mountain Street was closed at 12:08 p.m., with no additional public comments submitted.

C. Todd presented a Conditional Use Permit for T-Mobile West, LLC to install a wireless communications facility on the Riley Arena, at 1400 Heart Mountain Street.

Chairman Steve Miller reviewed the seven criteria for the Conditional Use Permit with the Board.

Heidi Rasmussen made a motion, seconded by Buzzy Hassrick, to find that the Conditional Use Permit review criteria of Section 10-14-1(D) were met by the applicant, and to grant a Conditional Use Permit for T-Mobile West, LLC to install a wireless communications facility at the Riley Arena, located at 1400 Heart Mountain Street, subject to the following conditions:

1. All roof-top equipment and support structures must be painted off-white or light grey.
2. All wall-mounted equipment and support structures must be painted the color of the portion of the wall on which they are located.
3. The vertical run of wire near the ground equipment must be enclosed within a solid chase (e.g. sheet metal).
4. Provide a 12-foot tall masonry wall to screen the ground equipment area from public view (see line of sight drawing). The wall must be of the same color and material as the screened area at the aquatic center (see photo).
5. When/If the generator is installed it must contain a sound reduction package and regular maintenance/testing of the generator is limited to between 8 a.m. and 6 p.m.
6. Within five days of operation, provide certification from a qualified Wyoming licensed engineer that the wireless communication facility meets health and safety standards for RF emissions as established by the Federal Communications Commission. If certification is not provided as stated, the facility shall immediately be shut down until certification occurs.
7. The facility must otherwise comply with the application materials, meet the requirements of the wireless communication facility ordinance, and comply with applicable building, fire, and electrical codes.

The Board Members voted as follows: Kayl Mitchell, Buzzy Hassrick, Reese Graham, Steve Miller, and Heidi Rasmussen voted to approve the motion, with Curt Dansie voting against the motion. Motion passed.

D. Todd Stowell presented a commercial site plan review and architectural plans for Valor Healthcare, to remodel an existing metal building for the Veteran's Administration Medical Services Center, located at 1432 Rumsey Avenue.

Kane Morris of Point Architects answered questions from the Board related to the existing sidewalk condition and painting of the building.

Heidi Rasmussen made a motion, seconded by Buzzy Hassrick, to approve the site plan and architectural plans subject to the following items:

1. Provide a revised exterior lighting plan for review and approval by the Board. The plan must provide adequate parking lot lighting and avoid any glare impacts.
2. Stripe the on-street parking spaces (first time only), and coordinate method with Public Works.
3. The painting of the exterior must utilize at least two complimentary tones on each wall, and the colors must coordinate with the masonry wainscot. The Board suggests that the paint be neutral colors to match the wainscot. The applicant will let the City Planner know if the client is not willing to go with neutral colors.

4. Provide the required 6-foot tall solid fence along the east property line, keeping it sufficiently back from the alley to avoid sight-distance problems.
5. Any applicable city utility fees are to be paid prior to building permit issuance.
6. The project must otherwise comply with the site plan and applicable building, fire, and electrical codes.
7. A building permit must be obtained within two years or this authorization will expire.
8. The existing curb cut is to be replaced with standard curb and gutter to city requirements.

Vote on the motion was unanimous, motion passed.

P & Z Board Matters – none

Council Updates – Glenn Nielson expressed some concern whether the Board should be specifying preferences or making suggestions for private property development.

Staff Items – none

Curt Dansie made a motion, seconded by Heidi Rasmussen, to adjourn the meeting. Vote on the motion was unanimous, motion carried.

There being no further business to come before the Board, Chairman Miller adjourned the meeting at 12:57 p.m.

Bernie Butler, Administrative Assistant