

City of Cody
Planning, Zoning, and Adjustment
Board Meeting October 27, 2020

A meeting of the City of Cody Planning, Zoning and Adjustment Board was held in the Council Chambers of City Hall in Cody, Wyoming on Tuesday, October 27, 2020 at 12:00 pm.

Present: Richard Jones; Kayl Mitchell; Sandi Fisher; Scott Richard; Klay Nelson; Wade McMillin, Rodney Laib; City Deputy Attorney Sandee Kitchen; City Planner Todd Stowell; Engineering Technician II Utana Dye

Absent:

Kayl Mitchell called the meeting to order at 12:00 pm, followed by the pledge of allegiance.

Richard Jones made a motion, seconded by Sandi Fisher to approve the agenda for the October 27, 2020 meeting. Vote on the motion was unanimous, motion carried.

Richard Jones made a motion, seconded by Klay Nelson to approve the minutes from the October 13, 2020 meeting. Vote on the motion was unanimous, motion carried.

BUSINESS:

A. Todd Stowell reviewed a Downtown Architectural District Sign for Freedom Chiropractic, located at 1302 Sheridan Avenue.

Rodney Laib made a motion, seconded by Klay Nelson to approve the sign for Freedom Chiropractic, recommending that the applicant update the sign face over time. Vote on the motion was unanimous, motion carried.

B. Todd Stowell reviewed a Downtown Architectural District Sign for four wall signs for S&G Enterprises, located on the building at 1302 Sheridan Avenue (Lots 13-16, Block 10).

Klay Nelson made a motion, seconded by Sandi Fisher to approve the signs for S&G Enterprises. Vote on the motion was unanimous, motion carried.

C. A public hearing opened at 12:10 p.m. to amend the plat of Greenwing Addition Subdivision to remove or modify the buffer requirement on Lot 13 and the temporary turnaround easement. With no further comment, the public hearing was closed at 12:10 p.m.

D. Todd Stowell reviewed the request to amend Lot 13 of the amended Final Plat of The Greenwing Addition Subdivision.

Sandi Fisher made a motion, seconded by Wade McMillin to recommend to City Council that the Amended Plat of the Greenwing Addition be amended by vacating the 12.33' by 50' temporary turnaround easement from Lot 13, and modifying Note 7 of the plat as it pertains to Lot 13 to remove the berm requirement and grading/drainage restriction on the condition that no motor vehicle access is developed in or across the buffer and a 6-foot privacy fence is installed along the north property line when the lot is developed with buildings. The 20-foot setback requirement will remain. Vote on the motion was unanimous, motion passed.

E. Todd Stowell reviewed the staff report for the Preliminary Plat for the Pintail Subdivision, located on the east side of Pintail Street.

Klay Nelson made a motion, second by Rodney Laib to recommend that the City Council approve the Pintail Subdivision preliminary plat and the following variances, subject to the listed conditions:

Subdivision Variances:

1. Variance to permit construction of the interior street as proposed—reduced asphalt width to 20', 4-foot wide sidewalks and no sidewalk on east side of Lot 5.
2. The cash-in-lieu of public use area is reduced to \$24,045.00, which contribution the City commits to utilizing towards paving the road between the south end of Pintail Street and “C” Street.

Conditions:

1. Pay the cash-in-lieu of public use area in the amount of \$24,045.00 prior to the mayor signing the final plat.
2. Make any modifications necessary based on the results of the accompanying plat amendment request (vacation of temporary turnaround and the 20-foot wide buffer along the north side of the property).
3. A maintenance agreement and/or homeowner’s association shall be established for maintenance of the private street, common area and storm water facilities. The interior street will need to be identified as a tract, and established as a public access easement and utility easement. The areas outside of the lots will need to be identified as common area. Submit the proposed maintenance agreement with the final plat. Also include an explanatory note and labels referencing such on the final plat.
4. Provide an engineered storm water plan/report, consistent with the City storm water management policy, with the final plat documents.
5. Include the improvements currently missing from the preliminary plat in the construction documents—curb and gutter extending to south property line, sidewalk along full frontage of subdivision, plans (routes) for 3rd party utilities, community mailbox location, design of storm water facilities, and streetlight(s) along Pintail Street.
6. Either move the hydrants to the west of the turnaround, or use the in-ground flushing hydrant option identified by public works.
7. Provide the minimum 9.5’ curb radius at the intersection with Pintail street.
8. Provide a 15-foot wide utility easement along the south property line.
9. The final plat application and construction documents shall otherwise comply with the City subdivision ordinance.

Voting in favor of Wade McMillin, Rodney Laib, Klay Nelson, Sandi Fisher, Richard Jones and Scott Richard. Voting opposed to the motion was Kayl Mitchell. motion carried.

P&Z Board Matters: None

Council Update: There is a work session today at 5:00. The council will be going over the Planning and Zoning format and structure.

Staff Items: There are two board members whose terms are up. If those two would like to continue on the board, Todd asked for them to fill out an application and apply by Friday.

Kayl Mitchell made a motion, seconded by Sandi Fisher to adjourn the meeting. Vote on the motion was unanimous. The meeting was adjourned at 12:48 pm.

Utana Dye

Utana Dye, Engineering Technician II