

**City of Cody**  
**Planning, Zoning, and Adjustment**  
**Board Meeting January 12, 2021**

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, January 12, 2021 at 12:00 pm.

Present: Chairman Kayl Mitchell; Richard Jones; Sandi Fisher; Wade McMillin; City Attorney Sandee Kitchen; City Planner Todd Stowell; Administrative Coordinator Bernie Butler.

Absent: Rodney Laib; Scott Richard; Klay Nelson

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 January 12, 2021 meeting. Vote on the motion was unanimous, motion carried.

The City Council has reappointed Wade McMillin and Scott Richard to a 3-year term on the Board.

Elect a Chairman and Vice Chairman for the year. Richard Jones made a motion to retain Kayl Mitchell as Chairman and Richard Jones as Vice Chairman. The motion was seconded by Sandi Fisher. Vote on the motion was unanimous, motion carried.

Mayor Matt Hall introduced Andy Quick as the Council Liaison for Planning and Zoning.

Sandi Fisher made a motion, seconded by Wade McMillin to approve the minutes from the December 29, 2020 meeting. Vote on the motion was unanimous, motion carried.

Todd Stowell reviewed the site plan amendments to the architectural and landscaping plans for the Park County School District #6 Transportation Facility.

The site plan was approved at the January 14, 2020 meeting, subject to eight conditions. One of those conditions was the standard requirement that the project comply with the site plan and project description that the Planning and Zoning Board considered and approved.

The facility has been constructed, but due to decisions made by the School District, some changes were made to reduce costs. The changes should have been brought to the Planning and Zoning Board for discussion and approval before they were constructed. The items pertain to the architecture of the office and maintenance buildings, and landscaping on the north side of the facility.

PCSD #6 Maintenance Director Terry Gardenhire spoke on behalf of the School. He told the Board why the School District had decided to make the changes from the approved architectural and landscaping plans. Cost cutting was the main reason for the architectural changes, but the landscaping budget will remain the same. Terry said it was an oversight on their part to not let Planning and Zoning know of the changes.

Architectural components that were eliminated from the approved site were the flush metal panels, angles, and recession of windows and doors.

Three landscape islands on the north side of the building were replaced with parking. Parking and sidewalk along the west side of the building were not installed. Staff has asked for a revised landscaping plan for the Board consideration and approval. Terry said they are working with Northern Gardens to come up with a landscaping plan.

Kip Thiel, developer of The Landing subdivision addressed the Board with concerns with the landscaping on the north side of the building. A new residential neighborhood is being built on adjacent property to the north. Kip asked about landscaping the sloped area, and the type and height of the trees to be planted. He also noted

that the trees should be planted at the top of the slope. He would like to see the dumpsters moved to the west side of the building.

Richard Jones made a motion, seconded by Sandi Fisher to approve the site plan amendments with the recommendation in the staff report, and for the School District to work with staff on details of the landscaping along the north property line. Vote on the motion was unanimous, motion carried.

Todd Stowell reviewed the final plat of the JCA-LM #2 Minor Subdivision, located at 1344 Alger Avenue. The 0.54-acre parcel would be divided into four 5,920 square foot lots.

Todd went over the conditions from the preliminary plat and updated the status on each of them. The final plat requirements were reviewed.

Richard Jones made a motion, seconded by Wade McMillin to recommend to Council the approval of the final plat subject to conditions 1-6 in the staff report, and also giving the applicant one year to record the final plat. Vote on the motion was unanimous, motion passed.

Todd Stowell presented an Architectural review for Taco John's restaurant located at 2207 17<sup>th</sup> Street. Corporate has required upgrade requirements for the franchise to modernize the building.

Sandi Fisher made a motion, seconded by Wade McMillin to approve the exterior modifications at Taco John's. Vote on the motion was unanimous, motion passed.

It was noted that Klay Nelson submitted his resignation from the Board due to his work schedule conflict.

Richard Jones made a motion, seconded by Sandi Fisher to adjourn the meeting. Vote on the motion was unanimous.

There being no further business to come before the Board, Chairman Kayl Mitchell adjourned the meeting at 1:11 pm.

*Bernie Butler*

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Bernie Butler, Administrative Coordinator