

City of Cody
Planning, Zoning, and Adjustment
Board Meeting February 23, 2021

A meeting of the City of Cody Planning, Zoning and Adjustment Board was held at the Cody Club Room in Cody, Wyoming on Tuesday, February 23, 2021 at 12:00 pm.

Present: Kayl Mitchell, Richard Jones; Sandi Fisher; Rodney Laib; Scott Richard; Carson Rowley; Wade McMillin; City Attorney Scott Kolpitcke; City Planner Todd Stowell; Council Liaison Andy Quick; Administrative Coordinator Bernie Butler.

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

Richard Jones made a motion, seconded by Wade McMillin to approve the agenda for the February 23, 2021 meeting. Vote on the motion was unanimous, motion carried.

Sandi Fisher made a motion, seconded by Rodney Laib to approve the minutes with corrections, from the meeting on February 9, 2021. Vote on the motion was unanimous, motion carried.

Richard Jones made a motion, seconded by Sandi Fisher to remove two items off the table: 1) Special Exemption for setback and separation requirements for two proposed dwellings at 1322 10th Street. 2) Sign plan review for the Cody Cattle Company and the Cody Firearms Experience at 1202 Sheridan Avenue. Vote on the motion was unanimous, motion passed.

The special exemption request for 1322 10th Street had submitted an updated site plan. The rear unit will be attached to the main house. The 10-foot rear setback has been met. It will be one unit of a two-family dwelling (a duplex).

The detached dwelling would be located two feet from the alley property line and six feet from the main house. Staff considers this dwelling a principal structure rather than an Accessory Dwelling Unit (ADU). Todd explained setbacks and separation requirement for each.

Applicant Sarah Clark spoke to the Board about the proposed plan. The applicant has considered the neighbors responses, and has an updated site plan. She has visited the neighbors, and submitted a letter to the Board. Neighbor Leslie Bales said she appreciated the change in the plans, but was still concerned about the parking. Staff recommends four on-site parking spaces.

Richard Jones made a motion, seconded by Rodney Laib to approve the special exemption request with recommendations 1-4, and adding a fifth recommendation that the rear unit will be considered a principal structure. The conditions of approval 1-7 in the staff report were included in the motion. Vote on the motion was unanimous, motion passed.

The Cody Cattle Company and Cody Firearms Experience off-premise sign review was a continuation from the August 11, 2020 Planning and Zoning meeting. The signs are located on the west wall of the building at 1202 Sheridan Avenue in the Downtown Sign District and the Downtown Architectural District.

Staff proposes the two signs be permitted as wall signs and not as billboards. This will allow both signs, but require that any future replacement occur in accordance with the sign regulations that exist at that future time. At the current time the sign code is unclear regarding this situation.

Dan Miller addressed the Board stating that allowing these off-premise signs will set a bad precedence for future signs. Applicants Greg Pendley and Paul Brock explained the background on installing the signs. Board members asked for clarification on the City of Cody sign ordinance.

Kayl Mitchell made a motion, seconded by Carson Rowley to table this item. Sandi Fisher, Scott Richard,

Rodney Laib, Kayl Mitchell, Carson Rowley voted in favor of the motion. Richard Jones and Wade McMillin were opposed to the motion. With the majority voting in favor of the motion, motion passed. This item will be tabled until the March 23, 2021 meeting.

Todd Stowell reviewed the Preliminary Plat for the 4-lot Bromley Minor Subdivision, located at 1719 29th Street. Staff reviewed the Subdivision Regulations.

Public Works is willing to share the cost with the developer for the pathway. A variance to the alley requirement is requested. Staff supports the variance. Utilities will be coordinated with Public works.

Rodney Laib made a motion, seconded by Carson Rowley to recommend that the City Council approve the Preliminary Plat of the Bromley Minor Subdivision with the alley variance, and recommendations 1-10 in the staff report. Vote on the motion was unanimous, motion passed.

A Public Hearing was opened at 12:54 pm for the addition of 23 new RV spaces in the KOA Planned Unit Development, at 5561 Greybull Highway. As there were no comments from the public, hearing was closed 12:55.

The Site Plan for the KOA Planned Unit Development was not ready for review.

Richard Jones made a motion, seconded by Rodney Laib to adjourn the meeting. Vote on the motion was unanimous, motion passed.

There being no further business to come before the Board, Chairman Kayl Mitchell adjourned the meeting at 12:58 pm.

Bernie Butler

Bernie Butler, Administrative Coordinator