

**City of Cody**  
**Planning, Zoning, and Adjustment**  
**Board Meeting April 13, 2021**

A meeting of the City of Cody Planning, Zoning and Adjustment Board was held in the Council Chambers of Cody in Cody, Wyoming on Tuesday, April 13, 2021 at 12:00 pm.

Present: Vice Chairman Richard Jones; Sandi Fisher; Rodney Laib; Carson Rowley; Scott Richard; City Deputy Attorney Sandee Kitchen; City Planner Todd Stowell; Council Liaison Andy Quick; Administrative Coordinator Bernie Butler.

Absent: Kayl Mitchell; Wade McMillin

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

Sandi Fisher made a motion to approve the agenda, seconded by Rodney Laib. Vote on the motion was unanimous, motion passed.

Sandi Fisher made a motion, seconded by Carson Rowley to approve the minutes from the March 23<sup>rd</sup>, 2021 meeting, with a minor correction.

Todd Stowell reviewed the site plan for the Mountain View Storage, LLC located at 2358 Mountain View Drive. He went over the standard requirement and architectural review.

Project Engineer Frank Paige, said they are planning on completing this project this year (2021) if material is available. If not, it may carry through until 2022. He addressed some of the conditions in the staff report which have been resolved. The gate will be a sliding gate. Lights will be full cut off. The applicant will work with a landscaping company on the feather reed grass. Public Works will review and approve the storm water plan.

Rodney Laib made a motion, seconded by Carson Rowley, to approve the site plan for Mountain View Storage, with recommendations 1-9 in the staff report. Vote on the motion was unanimous, motion passed.

A Public Hearing was opened at 12:25 pm for a special exemption to waive the on-site parking requirements at 1401 Bleistein Avenue. Todd Stowell gave a brief overview of the exemption request. Owner Janet Kempner with Ellia Properties spoke to the Board about her project and the parking. With there being no comments from the public, the hearing was closed at 12:29 pm.

Todd reviewed the special exemption to waive the on-site parking requirements at 1401 Bleistein Avenue. The property contains a single-family residence and has an accessory dwelling unit (ADU) under construction near the alley. The property contained an old garage/shed which was demolished to construct the ADU. There are currently three diagonal parking spaces on the street.

A condition for approval would be that the existing curb cut that used to serve the shed be replaced with standard curb and gutter, and sidewalk be extended across the former driveway. This is a requirement per section 7-1-20 of the City Code.

Sandi Fisher made a motion, seconded by Rodney Laib to approve the special exemption for the on-site parking, with recommendations 1-4 in the staff report, and section 7-1-20 of the City Code. Board Member Scott Richard abstained from voting due to conflict of interest. Vote was unanimous, motion passed.

Todd Stowell discussed a downtown architectural review for Mainstreet KT's (Exxon) to convert an existing building into a convenience store, located at 1502 Sheridan Avenue.

The architectural modifications to the Exxon gas station will remove the auto repair shop from the building and remodeling the building into a full convenience store. Three parking spaces will be developed off the west end of the building. The applicant or the engineer will need to modify the width of the ADA parking space to meet standards.

The downtown sign district allows one freestanding sign per property, with up to 240 square feet per sign face. The property already has two freestanding signs, which are approximately 100 square feet in total area. The applicant said he will place his new sign with the logo on the building.

Owner Kyle Allshouse talked about his project, and answered questions from the Board. He plans to keep the brick on the building with white metal and trim.

Scott Richard made a motion, seconded by Rodney Laib, to approve the site plan for KT's convenience store, with staff recommendations 1-2. Vote on the motion was unanimous, motion passed.

Todd Stowell reviewed the site plan for the Ballistic FX dry storage, located at 2633 Big Horn Avenue. Ballistic FX is under contract with the Blessing Family Trust.

The property was divided without going through a subdivision process. The property was not provided with clear access rights for ingress and egress. This, along with boundary line issues will need to be resolved before any building permit can be issued.

Some of the concerns in the staff report were resolved before the meeting.

Sandi Fisher made a motion, seconded by Scott Richard, to approve the site plan for Ballistic FX with conditions 1-3, 5-16 deleting the last sentence in 5. Vote on the motion was unanimous, motion passed.

Staff reviewed a fence height exemption at 2132 Gail Lane. The owner would like to install an eight-foot tall fence for privacy. The fence will need to meet the setbacks. The neighbor next door is agreeable to the fence.

Scott Richard made a motion, seconded by Sandi Fisher, to approve the fence height exemption at 2132 Gail Lane.

Todd Stowell asked the Board for clarification on a motion from the last meeting for Cody Kraft Brewing. Board member Carson Rowley said he had moved that the occupancy would be 140 and the seats per parking space would be three. In order to meet the required 46 parking spaces, the Brewery would need signed agreements with the property owners allowing them to park on their property. All of the Board members agreed that was the motion they approved.

There being no further business to come before the Board, Chairman Kayl Mitchell adjourned the meeting at 1:55 pm.

*Bernie Butler*

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Bernie Butler, Administrative Coordinator