

City of Cody
Planning, Zoning, and Adjustment
Board Meeting October 26, 2021

A meeting of the City of Cody Planning, Zoning and Adjustment Board was held in the City Hall Council Chambers on Tuesday, October 26, 2021 at 12:00 pm.

Present: Richard Jones; Carson Rowley; Karinthia Herweyer; Scott Richard; City Attorney Scott Kolpitcke; City Planner Todd Stowell; Council Liaison Andy Quick; Administrative Coordinator Bernie Butler.

Absent: Cayde O'Brien; Sandi Fisher; Rodney Laib

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

Scott Richard made a motion, seconded by Carson Rowley, to approve the agenda the October 26, 2021 meeting. Vote on the motion was unanimous, motion passed.

Carson Rowley made a motion, seconded by Karinthia Herweyer, to approve the minutes from the October 12, 2021 meeting. Vote on the motion was unanimous, motion passed.

Todd Stowell presented the request for a 6-month extension to remove a 4800 square foot temporary storage tent at 3202 Big Horn Avenue. The current deadline for removal is November 15, 2021. A new buyer for the property will be developing this property with more permanent and aesthetically compatible structures in the future. Todd also discussed an extension to the landscaping of the property until September of 2022.

Scott Richard made a motion, seconded by Carson Rowley, to approve the 6-month extension to remove the temporary storage tent until May 15, 2022. Landscaping will be delayed until September 2022, or further if a site plan for development of the property is submitted by September 1, 2022. Vote on the motion was unanimous, motion passed.

Todd Stowell reviewed an offsite parking agreement for 2401 G Avenue. The site plan was approved by the Planning and Zoning Board on May 12, 2020. A condition of approval was that "any proposed change of use from storage/warehouse use is subject to review in accordance with applicable parking, building, utility, fire and other City Codes." The south half of the building is now going to be used as a beauty school/salon. The rest of the building will remain as storage/warehouse.

The operator of the beauty school anticipates the current business will need approximately 25 parking spaces, with long-term potential for more. She is currently the only instructor. Future expansion of the business could be 3 instructors, up to 20 students, and up to 10 clients. Todd reviewed the criteria for the number of spaces required, and off-site parking. The adjacent lot is not developed and the owner of the salon building owns both lots, which could allow expanded parking if needed in the future.

Carson Rowley made a motion, seconded by Scott Richard, to approve the parking agreement for 2401 G Avenue for 25 parking spaces, with recommendations 1-5 in the staff report. Recommendation number 4 will be amended to add "no more than 4000 kelvin lighting will be used." Vote on the motion was unanimous, motion passed.

A Public Hearing for a special exemption opened at 12:23 p.m. This is to reduce the rear setback requirement at 3420 Twin Creek Trail Avenue.

The hearing was closed at 12:24 p.m. with no comments from the public. Carson Rowley made a motion, seconded by Scott Richard to close the hearing. Vote on the motion was unanimous, motion passed.

Todd Stowell gave a description and background on the exemption request. Jesse Brittain the contractor and Gary and Marilyn Cabe as the property owners, are requesting that the rear setback requirement at 3420 Twin Creek Trail Avenue be reduced from 15 feet to approximately 10 feet in order to authorize an existing 12-foot

by 19-foot covered porch on the back (south) side of the house. Staff reviewed the criteria for special exemptions to setback requirements.

Scott Richard made a motion, seconded by Karintha Herweyer, to grant the special exemption with findings 1-4, conditions 1-2 in the staff report. Vote on the motion was unanimous, motion passed.

A Public Hearing for a special exemption opened at 12:32 p.m. This is to reduce the rear setback requirement at 3414 Twin Creek Trail Avenue.

The hearing was closed at 12:33 p.m. with no comments from the public. Carson Rowley made a motion, seconded by Scott Richard to close the hearing. Vote on the motion was unanimous, motion passed.

Todd Stowell gave a description and background on the exemption request. Jesse Brittain the contractor and owner, is requesting that the rear setback requirement at 3414 Twin Creek Trail Avenue be reduced from 15 feet to approximately 8 feet in order to authorize an existing 12-foot by 20-foot covered porch on the back (south) side of the house.

Scott Richard made a motion, seconded by Karintha Herweyer, to grant the special exemption with findings 1-4 and with the conditions 1-2 in the staff report. Vote on the motion was unanimous, motion passed.

Todd Stowell reviewed the site plan for the Robinson Storage Facility, located at 1808 Demaris Street. The applicant would like to build two storage buildings on 1.5 acres. The northern building will provide 16 units, measuring 15' wide by 40' deep. The southern building will provide 21 units measuring 15' wide x 50' deep. The property is zoned D-3 open business/light industrial, which allows storage warehouse buildings.

The grading plan and drainage report will still need to be reviewed by Public Works. The storage facility will have two accesses into the property. There is a high point on the gravel part of Demaris Street. It will need to be lowered a foot or two, to eliminate the site distance obstruction it creates. The zoning and location of the property will allow one billboard, but not two as proposed.

Applicant J.W. Robinson, and Engineer Quinn Jules, answered questions from the Board. The Board discussed the exterior lights. The applicant was planning on leaving the lights on all night. They asked if he would be willing to install motion activated lights, except on the entrance sign which will be a low wattage light.

Scott Richard made a motion, second by Carson Rowley, to approve the site plan for Robinson Storage Facility, located at 1808 DeMaris Street with conditions 1-12, with amending recommendation five and six to read:

5. The high point in Demaris Street must be lowered a foot or two in order to eliminate the sight distance obstruction it creates, Coordinate details with the City of Cody Public Works Department.

6. Exterior lighting fixtures must be full cutoff in style as proposed, with motion sensors, except for the low wattage entrance sign. The wattage and spacing of the fixtures will not exceed 18 watts and spacing no less than 60 feet. A color temperature of 4,000 K (soft light) or less is recommended.

Vote on the motion was unanimous, motion passed.

Todd Stowell told the Board that he will review the setbacks on open porches and pergolas and see if they need to be revised.

Scott Richard made a motion, seconded by Carson Rowley, to adjourn the meeting. Vote on the motion was unanimous, motion passed. Meeting was adjourned at 1:25 pm.

Bernie Butler

Bernie Butler, Administrative Coordinator