

**CITY OF CODY**  
**PLANNING, ZONING AND ADJUSTMENT BOARD**

Minutes of the Regular Meeting Held August 23, 2011 at 12:00 PM

CALL TO ORDER: Chairperson Greg Gaspers called the meeting to order at 12:00 PM.

**ROLL CALL**

**PRESENT:** Kim Borer, Vice Chairperson; Rick Brasher; Greg Gaspers, Chairperson; Bud McDonald; Justin Lundvall; Steve Miller, Council Liaison; Sandee Kitchen, Deputy City Attorney; Steve Payne, Public Works Director; Jolene Osborne, Engineering Administrative Assistant;

**EXCUSED ABSENCE:** Jacob Ivanoff; Bill Nielson;

**ABSENT:** None

Bud McDonald made a motion seconded by Kim Borer to approve the minutes of the August 9, 2011 regular session meeting.

Vote on the motion was unanimous, motion carried.

**PRESENTATION OF COMMUNICATIONS:**

A. Bud McDonald made a motion seconded by Rick Brasher to approve the landscape, architectural and sign application submitted by Gary Elwood for Fuel Depot, Inc. for property located at 124 Yellowstone Avenue with the following conditions:

1. The applicant will submit a complete set of construction plans to the building department for their review and approval.
2. The applicant will pay all assigned building and utility permit fees.
3. The applicant will provide documentation of WYDOT approval of the access and paving plan.
4. The applicant will revise the lighting plan to have as close to zero illumination at the property line as possible.

Vote on the motion was unanimous, motion carried.

B. Bud McDonald made a motion seconded by Justin Lundvall to remove the application for the approval of the Preliminary Plat for the Blackburn Subdivision PUD submitted by Ed Higbie from the table.

Vote on the motion was unanimous, motion carried.

Bud McDonald made a motion seconded by Kim Borer to table the application for the approval of the Preliminary Plat for the Blackburn Subdivision PUD submitted by Ed Higbie until the next meeting.

Vote on the motion was unanimous, motion carried.

C. P&Z Discussion Items: The board requested that the lighting specification sheets not be printed for the hardcopy packets.

D. Council Update: The public and the Planning and Zoning Board are invited to a reception for the City Planner candidates from 4:30 pm until 6:00 pm in the City Council chambers on Thursday.

E. Staff Update:

1. Cody Meat, located at 702 Yellowstone Avenue have been approved for additional signage on the east side of the building.

The meeting was adjourned at 12: 16 PM.

Respectfully submitted,

Jolene Y. Osborne  
Engineering Administrative Assistant