

City of Cody
Planning, Zoning and Adjustment Board
Tuesday, January 8, 2013

A regular meeting of the Cody Planning, Zoning and Adjustment Board was held in Council Chambers of City Hall in Cody, Wyoming on Tuesday, January 8, 2013 at 12:00 PM

Present: Rick Brasher; Justin Lundvall; Kim Borer; Bud McDonald; Mark Musser; Justin Ness; Bob Senitte; Steve Miller, Council Liaison; Sandra Kitchen, Deputy City Attorney; Todd Stowell, City Planner; Jolene Osborne, Engineering Administrative Assistant;

Absence: None

Chairperson Kim Borer called the meeting to order at 12:01 PM, followed by the pledge of allegiance.

Bud McDonald made a motion seconded by Mark Musser to approve the agenda with the correction of the meeting date. Vote on the motion was unanimous, motion carried.

Rick Brasher made a motion seconded by Justin Lundvall to approve the minutes of the December 11, 2012 regular meeting with the clarification designating the "south lot of the Willow Creek subdivision." Justin Ness abstained from the vote. Vote on the motion was unanimous, motion carried.

New Planning, Zoning and Adjustment Board member Justin Ness was introduced.

Justin Lundvall made a motion seconded by Mark Musser to nominate Rick Brasher as Planning, Zoning and Adjustment Board Chairperson for 2013. Chairperson Kim Borer called for the vote. Vote on the motion was unanimous, the motion carried.

Kim Borer made a motion seconded by Bud McDonald to nominate Justin Lundvall as Planning, Zoning and Adjustment Board Vice Chairperson for 2013. Chairperson Rick Brasher called for the vote. Vote on the motion was unanimous, motion carried.

PRESENTATION OF COMMUNICATIONS:

Todd Stowell presented the staff report for the amended proposal to construct a meat processing facility to be located at 2517 Lt. Childers Street submitted by Wyoming Authentic Products and Forward Cody. The agenda incorrectly states the address as Frank Court. He spoke regarding the boundary adjustment, landscaping and proposed differences to the previous applications.

Taylor Lee, Plan/One Architects, answered questions from the board regarding site access.

Kim Borer made a motion seconded by Mark Musser to approve the site plan application submitted by Wyoming Authentic Products at 2517 Lt. Childers Street subject to the following:

1. Provide additional ADA details as needed for the building permit.
2. All storm water facilities are to be inspected and certified by the applicant's engineer prior to a certificate of occupancy.

3. If landscaping will not be installed prior to occupancy of the building, provide a financial surety prior to occupancy for its installation.
 4. All exterior lighting must be of a downward/cutoff style and illumination levels modest in intensity.
 5. The project must otherwise comply with the submitted site plan and applicable building, fire, and electrical codes. A building permit application is required.
 6. A drip irrigation system serving the proposed landscaping is required.
 7. A private road maintenance agreement must be recorded with the County Clerk.
- Vote on the motion was unanimous, motion carried.

Todd Stowell spoke regarding the proposed draft parking regulations.

Kim Borer requested that the parking ordinance reference a landscaping ordinance, once a landscaping ordinance is drafted. Surfacing requirements were also extensively discussed.

Todd Stowell presented the approved electronic sign and archway to be constructed at 519 West Yellowstone Avenue for the Cody Stampede Board. The rodeo board is also planning ADA accessibility modifications that will be reviewed through the building department, including a minor access ramp and parking lot striping.

Jolene Osborne presented the approved sign application for the Bargain Box Clothing Store located at 1231 13th Street.

The board members welcomed Justin Ness to the board and thanked Kim Borer for her service as chairperson.

Councilman Steve Miller wished everyone a Happy New Year.

Chairperson Rick Brasher adjourned the meeting at 1:03 PM.

Jolene Y. Osborne
Engineering Administrative Assistant