

**City of Cody**  
**Planning, Zoning, and Adjustment Board Regular Meeting**  
**January 24, 2023**

A regular meeting of the City of Cody Planning, Zoning and Adjustment Board was held in the Council Chambers of City Hall in Cody, Wyoming on Tuesday, January 24, 2023 at 12:00 pm.

Carson Rowley called the meeting to order at 12:00 pm.

Present: Carson Rowley; Mathew Moss; Ian Morrison; Dan Schein; Josh White; City Attorney Sandee Kitchen; Council Liaison Andy Quick; City Planner Todd Stowell; GIS Analyst Utana Dye.

Absent: Cayde O'Brien, Scott Richard

Carson Rowley led the pledge of allegiance.

Ian Morrison made a motion, second by Dan Schein to add a #7 to introduce Josh White to the Board, and to approve the agenda with the amendment. Vote on the motion was unanimous, motion passed.

Ian Morrison moved to approve the minutes from the January 10, 2023 regular meeting, seconded by Mathew Moss. Vote on the motion was unanimous, motion passed.

Welcome new/reappointed Board members: City Council has appointed the new Board member is Josh White (3-year term).

City Planner Todd Stowell reviewed the Downtown Architectural review for the Yellowstone Outlet awning and signs. The location for the project is 1226 Sheridan Avenue.

Mathew Moss made a motion, seconded by Ian Morrison to approve the awning and sign with the condition that they get the WYDOT permit and building permit prior to installation. Vote on the motion was unanimous, motion passed,

The Board opened the meeting to public comments on the proposed amendments to the zoning ordinance-Chapter 11, Supplement Development Standards for Commercial and Industrial Districts.

Opened for public comment at 12:09 p.m.

No comments were presented.

Closed for public comment at 12:10 p.m.

City Planner Todd Stowell updated the Board on any changes that were made to the proposed amendments to Chapter 11 of the Zoning Ordinance (Supplemental Development Standards for Commercial and Industrial Zoning Districts) since last meeting. Todd made some edits based on the Board discussion at last meeting, including the sections related to the multi-family fencing requirement and the prohibition of short-term rentals in multi-family dwellings. A multi-family dwelling could be converted into a "hotel" (transient lodging facility), which is allowed in the commercial zones, provided it meets or is updated to meet applicable building and fire codes. In such case, the short-term rental provisions of this section would not apply.

Mathew Moss made a motion, second by Ian Morrison to recommend to City Council for adoption for the amendments to Chapter 11 of the Zoning Ordinance (Supplemental Development Standards for Commercial and Industrial Zoning Districts). Vote on the motion was unanimous. Motion passed.

P & Z Board Matters: None

Council Updates: None

Staff Items: Todd told the Board that Cayde O'Brien sent in her resignation. If the Board is aware of any who would like to apply, send their information to City Hall.

Ian Morrison made a motion, seconded by Mathew Moss to adjourn the meeting. Vote on the motion was unanimous. The meeting was adjourned at 12:21 p.m.

*Utana Dye*

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GIS Analyst