

CITY OF CODY
PLANNING, ZONING AND ADJUSTMENT BOARD AGENDA
MEETING OF TUESDAY, MARCH 12, 2024 AT 12:00 P.M. (NOON)
CODY CITY HALL COUNCIL CHAMBERS, 1338 RUMSEY AVENUE, CODY, WY

1. Call the Meeting to order.
2. Roll Call, excused members.
3. Pledge of Allegiance.
4. Approval of the Agenda for the March 12, 2024 Regular Meeting.
5. Approval of the Minutes for the February 27, 2024 Regular Meeting.
6. New Business:
 - a. Planned Unit Development-Conceptual plan -Shadow Mountain Apartments- 3002 Cougar Avenue
7. P & Z Board Matters (announcements, comments, etc.)
8. Council Update
9. Staff Items
10. Executive Session Pursuant to W.S. 16-4-405(a)(ix)
11. Adjourn

The public is invited to attend all Planning, Zoning and Adjustment Board meetings. If you need special accommodations to participate in the meeting, please call the City office at (307) 527-7511 at least 24 hours in advance of the meeting.

City of Cody
Planning, Zoning, and Adjustment Board Regular Meeting
February 27, 2024

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, February 27, 2024 at 12:00 p.m.

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

Present: Carson Rowley; Dan Schein; Kathryn Kyle; Sarah Miles; Ian Morrison; Matt Moss; City Attorney Scott Kolpitzke; Council Liaison Andy Quick; City Planner Todd Stowell; GIS Analyst Utana Dye.

Absent: Josh White;

Carson Rowley led everyone in the pledge of allegiance.

Ian Morrison made a motion, seconded by Dan Schein to approve the agenda for the February 27, 2024 regular meeting. Vote on the motion was unanimous, motion passed.

Ian Morrison moved to approve the minutes from the February 13, 2024 meeting, seconded by Sarah Miles. Vote on the motion was unanimous, motion passed.

Todd Stowell presented to the board a brief introduction to the Special Exemption request to reduce the parking requirement for Cody Craft Brewing and WyoDough located at 1732 Sheridan Avenue.

Public Hearing was opened at 12:04 p.m.

No public Comment.

Public Hearing was closed at 12:04 p.m.

Todd Stowell presented to the board the Special Exemption request to reduce the parking requirement for Cody Craft Brewing and WyoDough located at 1732 Sheridan Avenue.

Ian Morrison made a motion, second by Sarah Miles to approve the findings 1-4 and to approve the Special Exemption to the parking requirements for 1732 Sheridan Avenue with the parameters identified below.

Cody Craft Brewing and WyoDough shall provide parking at a ratio of one parking space per six seats, whether the seats are indoors or outdoors, for up to 198 seats, and at a ratio of one parking space per three seats in excess of 198 seats. The parking that is provided shall be in the form of at least 24 parking spaces on the subject property and any additional parking facilities located on neighboring private properties that have been authorized pursuant to City code 10-17-7. This exemption shall run with the property (with change of ownership), provided the use of the building does not change and typically does not exceed 50% of the customer capacity (seating) before 5:00 p.m. on weekdays. Voting in favor of the motion was

Ian Morrison, Kathryn Kyle, Sarah Miles and Matt Moss. Opposed to the motion was Dan Schein and Carson Rowley. Motion passed.

P&Z Board Matters (announcements, comment, etc.): None

Council Update: None

Staff Items: None

Ian Morrison made a motion, seconded by Sarah Miles to adjourn the meeting. Vote on the motion was unanimous. The meeting was adjourned at approximately 12:45 p.m.

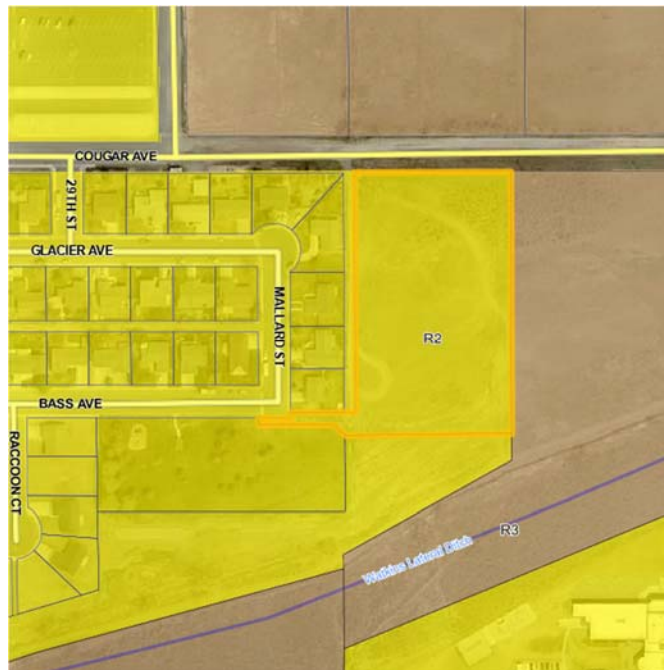
Utana Dye

GIS Analyst

CITY OF CODY PLANNING, ZONING AND ADJUSTMENT BOARD STAFF REPORT			
MEETING DATE:	MARCH 7, 2024	TYPE OF ACTION NEEDED	
AGENDA ITEM:		P&Z BOARD APPROVAL:	
SUBJECT:	CONCEPT PLAN REVIEW OF A PROPOSED 48-UNIT SENIOR LIVING APARTMENT PROJECT. PLANNED UNIT DEVELOPMENT 2024-01.	RECOMMENDATION TO COUNCIL:	
PREPARED BY:	TODD STOWELL, CITY PLANNER	DISCUSSION ONLY:	X

PROJECT OVERVIEW

We have received a request from Ed Higbie, representative of Cottonwood Ventures LLC, for a planned unit development. The project would be located on a 3.1-acre property, south of the gravel portion of Cougar Avenue, immediately east of the Shadow Mountain subdivision. It is proposed to involve the construction of four, 12-unit senior living apartment buildings. Senior living means at least one member of the household would need to be at least 65 years old. The buildings are three stories in height. Associated parking, landscaping, pathways, and other improvements would also occur. The property is currently vacant and located in the R-2 Residential (medium-low density) zoning district.



“Planned Unit Development” (PUD) is a designation by the City, which if granted, allows the developer to propose their own development standards and density. The P&Z Board and Council reviews the PUD application and determines if the development plan is acceptable, based on the review criteria in the subdivision ordinance. The PUD ordinance is found in Title 11, Chapter 7 of the City code. However, before the full application is submitted and advertised for public review there is a “Concept Plan” review between the developer, City Staff, and the Planning and Zoning Board. The Concept Plan is what is to be discussed at this meeting.

The language of City Code 11-7-9(A), which introduces the Concept Plan review, is:

"This is an opportunity for applicants to discuss requirements, standards and policies that apply to the proposed development and to identify major problems so that they can be resolved before a formal application is made. An initial discussion shall take place with the applicant, the public works director, and other appropriate city department representatives regarding the applicant's conceptual proposal and any requirements, standards or policies that may apply. The general concept of the proposed PUD, presented as graphic sketch plans, shall be submitted by the applicant for review... Applicants are required to present conceptual plans to the planning, zoning and adjustment board..."

The concept plan has been circulated to City departments and utility providers for review. Their comments are attached. The applicant has met with the City Planner and Public Works Director to discuss the City comments, and is generally agreeable with the requests presented by staff in the meeting.

Note that the technical review of the application and public notice occurs with the next phase of review, known as the "preliminary plan". However, planning staff has reviewed the language of the code at this time and believes that this proposal complies with the PUD standards, subject to addressing the modifications noted later in this report.

Before reviewing the requested staff edits, the following characteristics of the proposal have been identified as lending towards its appropriateness.

1. Mitigation measures: The site layout is considerate of the adjacent single-family residential development to the west. For example, the parking is located on the far side of the property, where traffic noise will be minimized due to distance and the intervening apartment buildings. The proposal also involves over 100 feet of landscaped area on the side of the property between the houses and the proposed apartments. The impact of the 3-story height is sufficiently mitigated by the distance from the houses to the west, and the planned trees. The visual impact is less than what a two-story house being located on the west side of the property would create. Staff has identified distance as an acceptable mitigation measure for height in other staff recommendations, while also noting that view preservation by itself is not a protected property right.
2. Traffic: The traffic from the PUD traffic would have direct access to a designated collector (Cougar Avenue), without traveling through the local street system of any low-density residential development. Traffic impacts are also likely less than what would occur if the apartments were not designated for senior living. As the tenants will typically be retired people, they are not as likely to contribute to the peak hour traffic—they would likely have the option of avoiding the traffic around the middle school that occurs just before the start of the school day. Furthermore, it is the school traffic that creates the congestion in the first place, not the current PUD proposal.

3. Tolerance: Any increased impacts to the undeveloped property to the east are apparently acceptable to that property owner, as that property owner has submitted a letter of support for this proposal. It is also noted that the property to the east is zoned R-3, which is a multi-family residential zone.
4. Adequate infrastructure: All utilities and necessary infrastructure improvements are, or will be made, available. This includes the construction of Cougar Avenue with curb, gutter and sidewalk from Freedom Street to and across the property frontage. The City plans to construct Cougar Avenue as a 24-or 26-foot-wide asphalt road to Stone Street, and provide an additional 6-8 feet of asphalt, curb, gutter and sidewalk on the south side of Cougar Avenue from Freedom Street to this property as part of a project planned for this summer. The developer would be responsible for the additional 6-8 feet of asphalt, curb, gutter and sidewalk and streetlighting across this property frontage.
5. Parking: Parking is proposed to be provided at a ratio of approximately 1.5 spaces per apartment. While the City has a standard for 2 spaces per 2-bedroom apartment, that does not consider unique tenant needs such as low-income or senior renters. The current industry standard is generally 1.0 to 1.5 spaces per senior apartment. That recognizes that some of the tenants do not drive and other households are spouses that share a single car. The ITE Parking Generation manual notes an average parking demand for their senior adult housing unit study sites of only 0.59 vehicles per housing unit (attached).

The PUD regulations indicate that the PUD plan is to be “Designated a PUD” at the concept plan stage. However, until public review and technical review occurs it is premature, and should be postponed until the preliminary plan phase—when the formal application process occurs.

Staff would suggest that if the Board is agreeable in concept plan, or not, that they voice that, but not commit 100% to any specific development standard until the time of preliminary plan review.

RECOMMENDED MODIFICATIONS

The following are the modifications/edits to the PUD proposal requested by staff. The architectural site plan would not need to be updated, but the modifications would be incorporated in the engineered site plans to be submitted with the preliminary plan application.

1. Incorporate the location of the frontage improvements for Cougar Avenue in the site plans. The public sidewalk will be 15-20 feet north of the property line, so landscaping can and should be extended to the sidewalk. Due to the overhead power lines, tree clearance will also need to be considered. (Note: Construction level plans for public improvements and utilities are not required until the final plan phase.)
2. Landscaping along the Cougar Avenue frontage should be enhanced. Use the landscaping requirements in the multi-family development standards as a guide.

3. Eliminate the existing and proposed alleys from the proposal. Public Works will switch the garbage collection method for Lots 12-15 in the Shadow Mountain subdivision from dumpsters to roll outs. The developer will need to add two dumpster pads/enclosures to the east side of the parking lot. The current alley along the west property line will be changed into a pathway, with width and surfacing that will double as a utility maintenance access.
4. Extend a pathway or sidewalk from the north-south pathway to the edge of Mallard Street, where it can continue as a sidewalk next to the curb and gutter.
5. Although not noted in the meeting with the developer, the developer would be responsible for adding curb and gutter across their frontage located along the south side of the Bass Avenue frontage.
6. Lumen (CenturyLink) indicates that their facilities in the existing alley have no active connections and could be coordinated to be removed—eliminates a potential pedestal conflict with the pathway/sidewalk.
7. With the removal of the alley, a turnaround for emergency vehicles and garbage trucks is needed at the south end of the parking lot. The fire marshal indicates an 80-foot-diameter cul-de-sac bulb with No Parking-Fire Lane signage is required. As the property to the south is City of Cody property, previously provided by the developer, there is likely the opportunity for some of that turnaround to extend on the City property.
8. The elevation difference between this property and the property to the south and southeast is not reflected in the site plan. The 3 to 4-foot elevation difference will likely mean the parking lot and buildings will need to be shifted west, unless a slope easement is obtained from the neighboring property owner. With the parking lot removed from the east property line, curb and gutter and landscaping should be included along that side of the parking lot.
9. Due to fill and past groundwater issues towards the south end of the property, a geotechnical report is necessary. The report should be done and presented with the preliminary plan so that any recommendations that may affect the site plan layout can be incorporated.
10. Snow storage and some of the stormwater facilities can occur on the City property to the south, due to the easement previously granted to this property to do so.
11. The treated water main is to be shifted to be under the drive lane of the parking lot. For fire code and flushing purposes, a fire hydrant will need to be installed on the south end of the line. There will also be fire lines coming off of the domestic water main to serve the fire sprinkler systems in the buildings. The domestic water taps can occur off of the fire lines next to each building.
12. The PUD standards indicate that raw water should be provided for PUDs [11-7-9(B)2(d)]. Raw water can be extended to and through the site by connecting onto the main at the southwest corner of Ted Ebert Park. Public Works is willing to cost share some of the cost (the upsizing) for the main extension. The raw water main would also run under the drive lane in the parking lot.

13. The initial application had all of the apartment buildings on a single lot. The developer now believes he will need to place each building on a separate lot for financing purposes, but his intent is that all of the development would be held by a single non-profit corporation. If subdivision is needed, the platting process can be incorporated with the preliminary and final PUD plan reviews.
14. Stormwater management will need to comply with the City's stormwater management policy. Due to potential high groundwater towards the south end of the property, infiltration rates are likely much better towards the north end of the property.
15. The developer previously installed a perforated drain system that extends into the southeast portion of this property. Its presence will need to be considered in the design of the improvements for the PUD. There are some notes about it, but no engineered plans that we know of.

ATTACHMENTS

Application materials.

LEGEND

CITY WATER

— CW — CW — CW —

SANITARY SEWER

— SS — SS — SS —

ELECTRICAL

— E — E — E — E — E — E —

ASPHALT

LANDSCAPING GRAVEL

CONCRETE SIDEWALK

GRASS

MULCH

BLUE SPRUCE TREE

ASPEN TREE

JUNIPER

BUCH GRASS

RED CHERRY

HONY LOCUST



PRECISION PLAN
AND DESIGN INC.

A CUSTOM PLAN
SERVICE

930 12TH STREET
CODY, WYOMING 82414

307.587.6227 | 307.272.5709

@:PRECISIONPLANDESIGN@GMAIL.COM

MEMBER ILBA no. 1271

PROJECT LOCATION
CODY, WY

SHADOW MOUNTAIN APARTMENTS

ED HIGBIE

1020 ASBURY DRIVE
CODY, WYOMING 82414

P: 307.899.1403

@:edhigbie@tctwest.net

NOTE:
ALTHOUGH GREAT CARE
AND EFFORT HAVE GONE
INTO THIS PLAN TO CREATE
A PRECISE INTERPRETATION
OF THE FINISHED PROJECT,
IT IS IMPOSSIBLE TO
GUARANTEE THAT THIS PLAN
IS WITHOUT IMPERFECTIONS.
THEREFORE PRECISION PLAN
AND DESIGN INC AND/OR
ASSOCIATES ASSUMES NO
LIABILITY FOR ANY PROJECT
CONSTRUCTED FROM THIS
PLAN. THE BUILDER/OWNER
MUST VERIFY ALL
DIMENSIONS. THIS PLAN IS
SUBJECT TO CHANGE PER
ENGINEER AND/OR LOCAL
CODES AND STANDARDS.

DATE: 02.01.24
REVISION: 4

PROJECT NO.
2190

SHEET #
C1.0
SITE PLAN



PLANNING, ZONING AND ADJUSTMENT BOARD
PLANNED UNIT DEVELOPMENT APPLICATION

STAFF USE
File: PUD2022_____
P&Z Invoice: PUD-0224-0001

Owner or Applicant's Name: Edwin Higbie (Cottonwood Ventures LLC)
Mailing Address: 213 Nth 4th St Cody WY Zip: 82414
Phone: 307 899 1403 Cell: _____ Fax: _____ Email: edhigbie@Tetakis.net
Project Address: See Attached Zone: _____
Legal Description: See Attached

Description of Proposal and Proposed Use of Project: Senior Independent Living

Estimated Construction Start Date: Fall of 2024

Representative Attending P&Z Meeting: Edwin Higbie

Signature of Property Owner: Edwin Higbie Signature Date

REMEMBER: Submit a total of twelve (12) copies of the application, plans, and any other information noted.
One (1) full size (24"x36") scalable set of plans for staff review and
Eleven (11) reduced size (11"x17") to be distributed to the Planning and Zoning Board
Submit a digital file containing PDFs of each document submitted.

The deadline for submitting the application is by 4:00 PM.
Please see attached meeting, submittal date and fee schedule.

A. The Conceptual Plan should include:

A description of the proposed PUD must be submitted and shall contain:

- ☒ A written explanation of the objectives to be achieved by the PUD.
- ☒ A written statement of the scope of the proposed development to include:
 - ☒ Architectural theme.
 - ☒ Uses of single-family and multi-family dwellings, townhouses, condominiums, commercial structures, and other proposed uses.
 - ☒ Approximate size and number of lots.
 - ☒ Availability of adequate or provision of adequate utilities, including raw water.
 - ☒ Availability of adequate or provision of adequate new streets. None Cougar Ave
 - ☒ Statement of compatibility of proposed PUD with adjacent land uses.
 - ☐ A graphic Conceptual plan describing the land uses to be permitted with each area.
 - ☒ A common area landscaping concept graphically illustrating the location and character of common area, recreational amenities, pathways, and other proposed site improvements.
 - ☐ A proposed phasing plan. 1 to 4 year depending of funds

B. The Preliminary Plan should include: (Included with this phase is a Public Hearing)

- ☒ A list of abutting landowners of record and their addresses from the county assessor's office
- ☒ A description of uses and activities proposed within each area, including the following:
 - ☒ The type, sizes, and mixture of dwelling units.
 - ☒ The acreage or square footage of each use, including parking, roadways, easements, rights-of-way, and recreational areas.
 - ☒ The number of off-street parking spaces.

City of Cody Council, and Mayor

City of Cody Planning Zoning Board

Dear Folks:

Enclosed is an application for a zone change for a 3.11-acre parcel of land east of Shadow Mountain Subdivision. The parcel is labeled as Future Shadow Mountain Subdivision #3. The purpose for a zone change is to build a Senior Independent Living complex. Therefore this request is for a Planned Unit Development. The demand for senior living is very high with 25% of Park County residents who are over the age of 65. The available rental units have become very difficult as our population grows. Housing prices have nearly doubled in recent years making it difficult to rent at a reasonable rate. With the new Vacation Rental units taking many of the properties out of the long-term rental market it also contributes to increased rents. At the present time there are nearly 150 Air B&Bs within the City limits of Cody. Many investors find that the return on investment is better with short term rentals.

The property which is requesting a zone change is east of Freedom Street and bordered by Cougar Avenue for a distance of 272 feet. Cougar Avenue is slated to be completed as a through street in the year of 2024 which will give easy access from both the east and west. Big Horn Avenue which is the main roadway for traffic east of Cody is a short distance from the property. Even with the middle school in the area the traffic is at a minimum.

The property has access to water and sewer which is located in Cougar Avenue next to the subject property.

This property is bordered by residential R3 zoning to the east and R3 residential on the north and a City of Cody parcel to the south and R2 zoning to the west. See the attached map of the zoning in the general area. The middle school is located north of Cougar and west of Freedom Street. Along Freedom Street the zoning on Big Horn Avenue is D2 with a large parcel zoned R4 and then the zoning is R3 extending east along Cougar Avenue almost to Stone Street. And along the south side of Cougar Avenue east of the subject property the zoning is R3. As you go west on Cougar Avenue past the school the zoning on the north side is R3 and on the south side is a small parcel zoned R3 next to a larger parcel that is zoned R4. With the mixture of different zoning in the area it is appropriate for this project and therefore, the re-zoning of this property to allow a Senior Independent Living complex makes sense. Cody has very little property zoned to meet this need either in a R4 zone or Commercial zoning. And many of these properties are in high demand which makes the cost of the project out of reach. It requires a large parcel to accommodate the building, parking and landscaping to have a desirable living community.

See the attached plot plan showing a group spruce trees which will be planted to help shield the property owner in the R2 zone. This is project is another form housing which will have less impact as compared to an apartment housing for familys.

The goal for this development is do this project similar to what local business folks did in 1963 when they came together and built Mountain View Manor. -site and need to take care of our seniors.

I have applied for a non- profit corporation whereby we have the ability to raise funds. The units will for rented by folks 65 years or older. In order to complete the project the first step is a required zone change. Upon completing the zoning change the Higbie Family will donate the land and contribute funds for a staff to raise funds for this ambitious development.

Attached is the projected building plans for four separate buildings containing 12 units per building. One of the buildings we will need to take one unit for on-site office. The westerly portion of the lot will be landscape to enhance the property along with a buffer for the neighborhood of single-family homes.

There is a dire need to take care of our elderly. Every family has folks that get older and need a place that they can afford to live. This project is a stepping stone before the tenants need extra care at an assisted living facility.

I am asking for deep consideration to help take care of our Seniors.

Signed,

A handwritten signature in cursive script, appearing to read "Ed Higbie".

Ed Higbie, Director

Higbie's Senior Independent Living, a nonprofit Corporation.

12 Unit 3-Story Apartment Building



15,758

Heated S.F.



12

Units



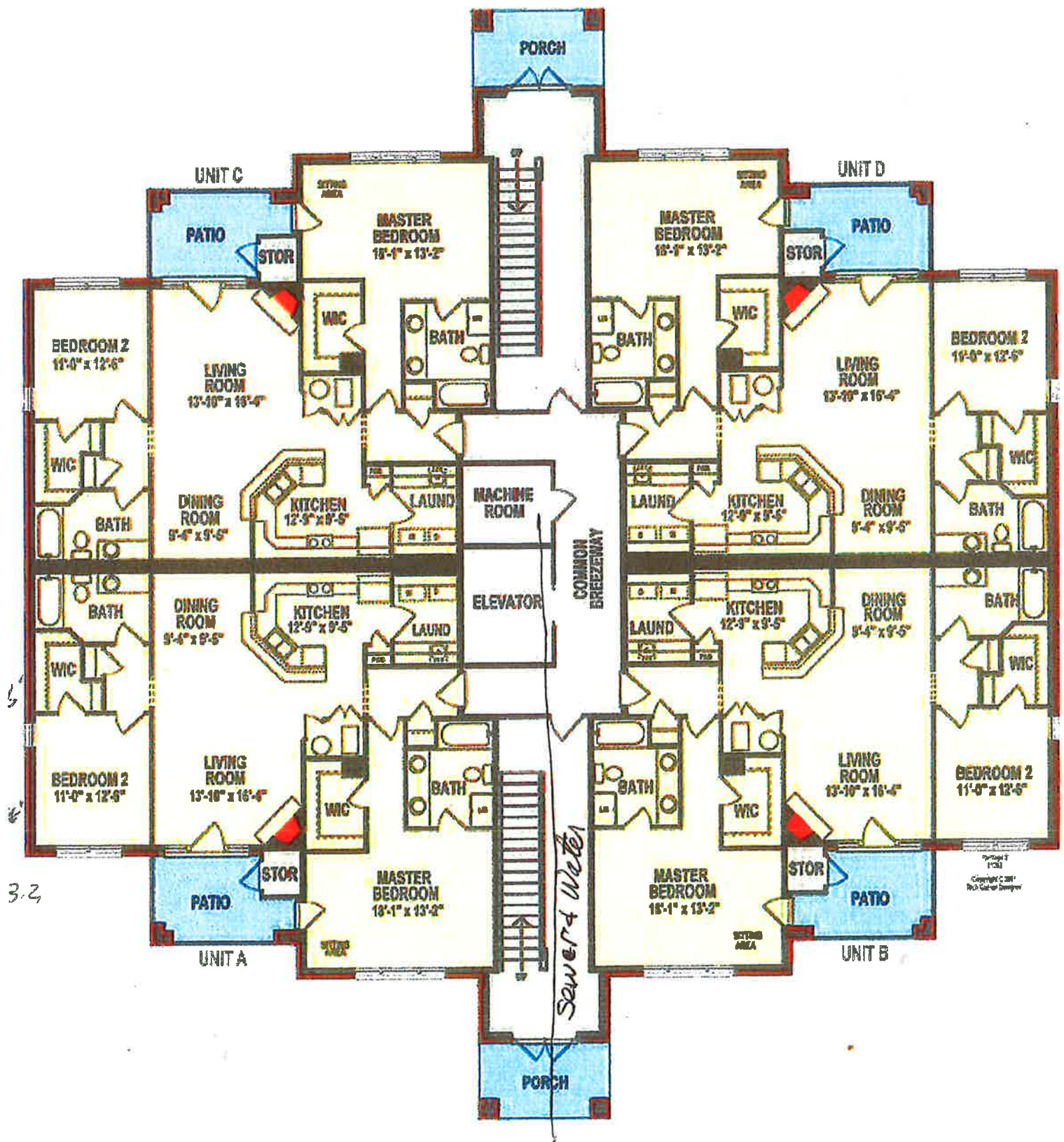
94' 6"

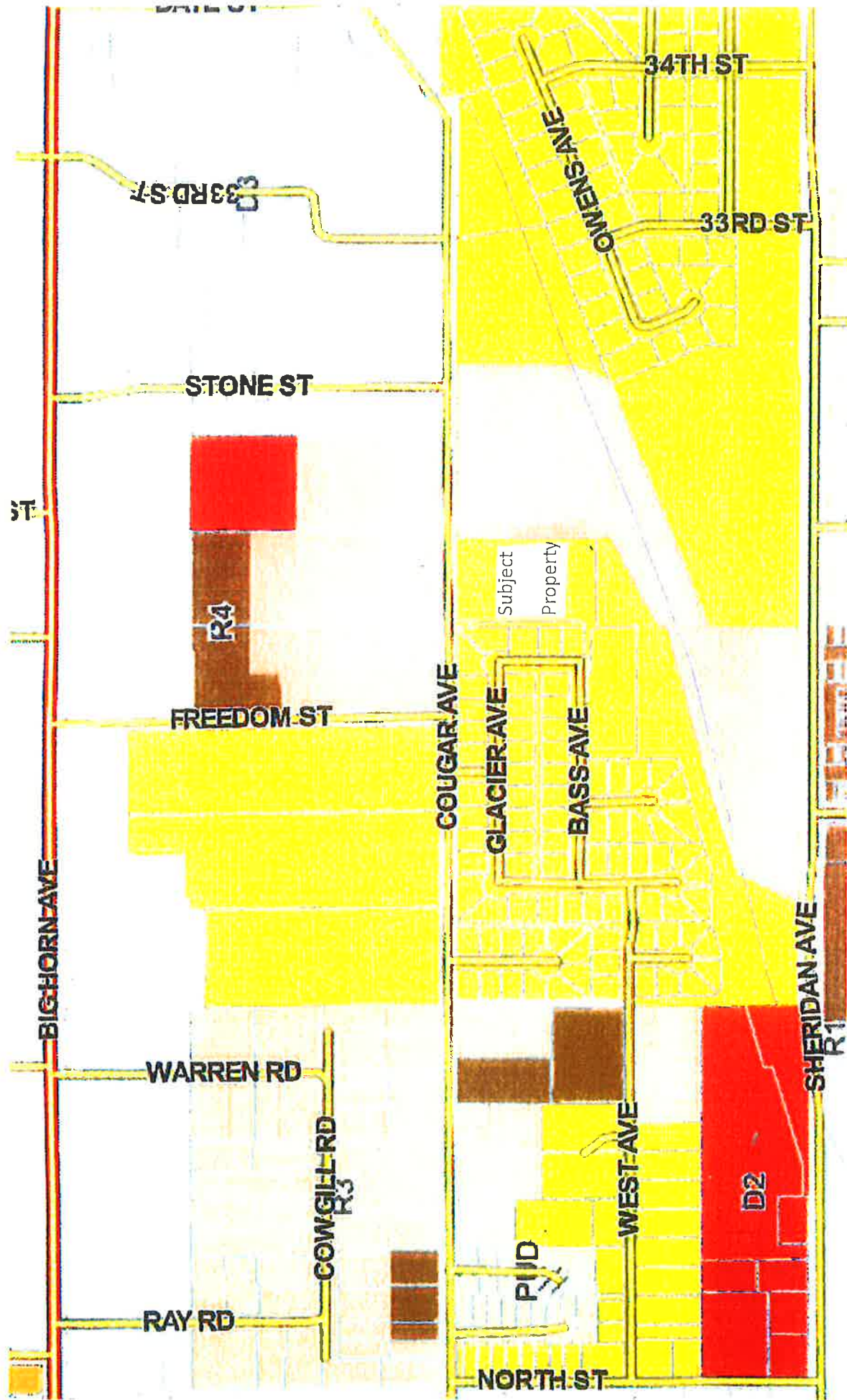
Width



100' 6"

Depth





Sunset Properties, Inc

1601 Eighth St., Cody, WY • 82414 • 307.587.5323 • FX 307.587.9029

February 6, 2024

City of Cody
Planning and Zoning

I have reviewed the plan for a Senior Independent Living project proposed by the Higbie Family. The location of this project is just east of Shadow Mountain Subdivision and is west of our property, owned by Sunset Properties, Inc., on Cougar Avenue. We support the development of this complex and do not object to the rezoning needed to move this project forward. We waive the need for formal notice.

See attached legal.

Sincerely,



William C. Garlow
President

8th Street Restaurant

1800 Eighth St. Cody, WY 82414 • 307.578.8444 • FX 307.587.4486

Best Western Premier Ivy Inn & Suites

1800 Eighth St. Cody, WY 82414 • 307.587.2572 • FX 307.587.4486

Best Western Sunset Inn

1601 Eighth St. Cody, WY 82414 • 307.587.4265 • FX 307.587.9029

Detail of R0037336

Parcel		
PIDN: 05118100002001		
Tax ID: R0037336 <u>Property Taxes</u>		
Tax District: 0605		
Property Owner(s): SUNSET PROPERTIES, INC		
Mailing Address: 1601 8TH ST		
CODY, WY 82414		
Deed: 2022 WD 189, 01/12/2022		
Location: HOLM VIEW ADDITION NO. 6 MINOR SUB. LOT 2 9.91 AC.		
2023 Market Value: \$ 339,750 (\$ 339,750 Land + \$ 0 Improvements)		
2023 Assessed Value: \$ 32,276		
Land		
Acres		Square Feet Class
9.91		431,680 Residential
9.91		431,680 Total

City of Cody

Planning and Zoning

I have review the plan for a Senior Independent Living project which is proposed by the Higbie Family. The location of this project is just east of Shadow Mountain Subdivision and is across Cougar Avenue from the property owned by Lazy M Land, LLC which my brother and I are owners of that LLC. We are excited to see such a worth while complex being developed. This development will be a great benefit to the town of Cody and our seniors.

See attached legal.

A handwritten signature in cursive script that reads "Scott Moore". The signature is written in dark ink and is positioned above the printed name.

Sincerely

Scott Moore

Detail of R0008373

Parcel		
PIDN: 05031107101002		
Tax ID: R0008373 <u>Property Taxes</u>		
Tax District: 0605		
Property Owner(s): LAZY M LAND, LLC		
Mailing Address: 1414 10TH ST		
CODY, WY 82414		
Deed: 2022 WD 6435, 12/06/2022		
Location: TUTTLE SUB. LOT 71-A EX. W 164.5' OF THE N 794.4' & ALSO EX. THE W. 30' OF THE S. 536.8' (SOLD TO CITY 2001-5161) 6.68 AC. GR. (6.53 AC. NET)		
2023 Market Value: \$ 427,420 (\$ 427,420 Land + \$ 0 Improvements)		
2023 Assessed Value: \$ 40,605		
Land		
Acres	Square Feet	Class
6.53	284,447	Commercial
6.53	284,447	Total

City of Cody

Planning and Zoning

I am excited that someone is thinking about the seniors in our community. My folks built a house on lot 16 of Shadow Mountain many years ago. Upon my dad passing my mother need a smaller place to live and therefore sold the house. She had a difficult time finding a place to live and ended up moving to Powell. The proposed complex would have been great for her.

I and my wife own lot 14 Shadow Mountain. The address is 814 Mallard Street. I am in favor of this addition to Cody.

A handwritten signature in black ink, appearing to read 'Clifton Carson', with a long horizontal line extending to the right.

Sincerely

Clifton Carson



Todd Stowell <todds@codywy.gov>

Conceptual Plan for 48-unit Planned Unit Development

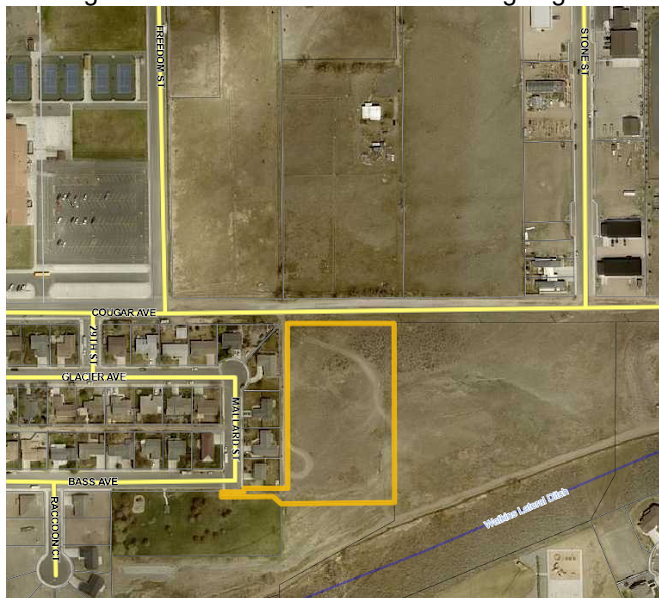
8 messages

Todd Stowell <todds@codywy.gov>

Thu, Feb 15, 2024 at 12:14 PM

To: Community Development Review <communitydevreview@codywy.gov>, Utilities <utilities@codywy.gov>

We have received a Planned Unit Development (PUD) application for the development of four, 12-unit senior living apartments (48 total) on a 3-acre property south of Cougar Avenue, as shown below. The PUD process includes a "conceptual review" that is conducted by City staff and presented to the Planning and Zoning Board. I view the conceptual review as an opportunity to provide any form of input in the design, layout, etc. for the project, before the applicant spends the time and money on the engineering-level site plan for the public review process. If there are not many comments, I am okay with the City staff review simply being our standard comment process initiated by this email, followed by an in-person meeting with those that have items they would like to share with the applicant in person. I expect the in-person meeting would include at least Phillip, Sean, and me, but also anyone with the need for discussion with the applicant (Eg Higbie). If you only have minor comments, they can be passed on without your attendance. Please see the attached site plan and other application materials and provide comments as needed. I will coordinate a meeting once I see how the comments are going.



Thanks,

Todd Stowell, AICP

Community Development Director/City Planner

City of Cody, Wyoming

(307) 527-3472

www.codywy.govCommunity Development Office Hours

7:30-5:00 Monday-Thursday, 7:30-11:30 Friday

**2190, Ed Higbie _ Apartments.pdf**

16584K

La Bastide, Anthony D <Anthony.D.Labastide@lumen.com>

Thu, Feb 15, 2024 at 1:36 PM

To: Todd Stowell <todds@codywy.gov>, Community Development Review <communitydevreview@codywy.gov>, Utilities <utilities@codywy.gov>

Lumen operates a 50/pr Copper cable under the proposed dumpster/alley section towards the west side of the project. Our only comment would ask the depth of excavation to be performed. This facility has no working customers active on it therefore we would not be relocating the facility should there be conflict. We would issue a discontinuance, cutting the cable at the nearest out of conflict point and abandon the rest of the facilities.



Tony La Bastide

Sr. Network Implementation Program MGR

249 Lincoln St, Lander, WY, 82520

tel: (307)-332-3611 | cell: (307)-438-6437

anthony.d.labastide@lumen.com

From: Todd Stowell <todds@codywy.gov>

Sent: Thursday, February 15, 2024 12:14 PM

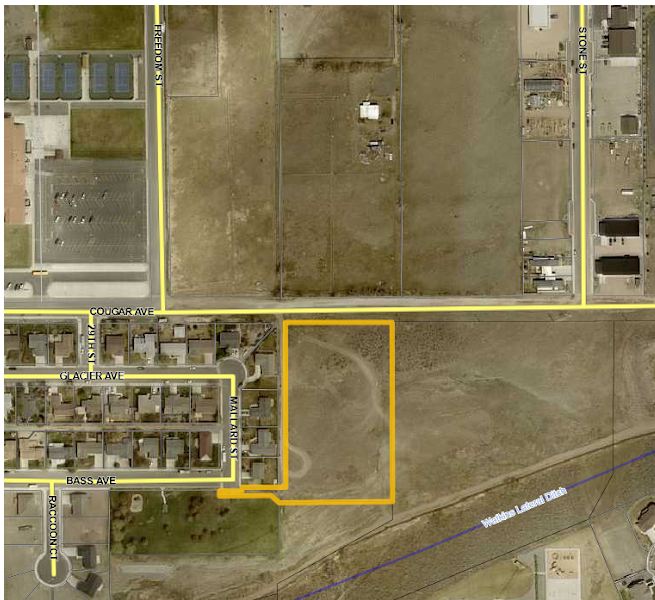
To: Community Development Review <communitydevreview@codywy.gov>; Utilities <utilities@codywy.gov>

Subject: [Utilities] Conceptual Plan for 48-unit Planned Unit Development

CAUTION: This email originated outside of Lumen Technologies. Do not click links or open attachments unless you recognize the sender and know the content is safe.

We have received a Planned Unit Development (PUD) application for the development of four, 12-unit senior living apartments (48 total) on a 3-acre property south of Cougar Avenue, as shown below. The PUD process includes a "conceptual review" that is conducted by City staff and presented to the Planning and Zoning Board. I view the conceptual review as an opportunity to provide any form of input in the design, layout, etc. for the project, before the applicant spends the time and money on the engineering-level site plan for the public review process. If there are not many comments, I am okay with the City staff review simply being our standard comment process initiated by this email, followed by an in-person meeting with those that have items they would like to share with the applicant in person. I expect the in-person meeting would include at least Phillip, Sean, and me, but also anyone with the need for discussion with the applicant (Eg Higbie). If you only have minor comments, they can be passed on without your attendance.

Please see the attached site plan and other application materials and provide comments as needed. I will coordinate a meeting once I see how the comments are going.



Thanks,

Todd Stowell, AICP

Community Development Director/City Planner

City of Cody, Wyoming

(307) 527-3472

www.codywy.gov

Community Development Office Hours

7:30-5:00 Monday-Thursday, 7:30-11:30 Friday

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Phillip Bowman <pbowman@codywy.gov>
To: Stan Edwards <stane@codywy.gov>

Thu, Feb 15, 2024 at 2:15 PM

Cc: James Keenan <jkeen@codwy.gov>, Dane Austin <daustin@codwy.gov>, Todd Stowell <todds@codwy.gov>

Hi Stan,

I don't know if you are on the "community development" or "utilities" email distribution, so I am sending this to you in case you are not.

I believe this development proposal somewhat opens the door for the City to consider a switch for solid waste service on a portion (or all) of the original Shadow Mountain subdivision. We have the existing alley right-of-way along the very east edge of the Shadow Mountain subdivision where dumpsters are located for lots 12 thru 15 (fronting onto Mallard Drive) shown on the attached site plan. If these four (4) lots were agreeable to switching to roll out service instead of dumpsters, I believe we could modify the existing alley ROW (for the utilities already installed there) and allow some additional landscaping buffer on the proposed site development to the east. We could then have our route driver avoid going through that alley, and possibly simplify the service route in the Shadow Mountain subdivision.

I wanted to get your thoughts on solid waste service and the dumpsters currently in that alley first, and if this sounds like a viable idea to you then I could continue the discussion about other utilities in the alley (and use of the existing ROW for landscaping improvements). If you and I can chat early next week about this, that would be greatly appreciated. Thanks in advance.

Phillip M. Bowman, P.E.

Public Works Director / City Engineer

City of Cody | pbowman@codwy.gov | (307) 527-3481

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Sam Wilde <Sam.Wilde@parkcounty-wy.gov>

Thu, Feb 15, 2024 at 2:51 PM

To: Todd Stowell <todds@codwy.gov>, Community Development Review <communitydevreview@codwy.gov>, Utilities <utilities@codwy.gov>

Provide fire hydrants spaced in accordance with section 507.5 and appendix C of the International Fire Code (IFC).

Will need to ensure adequate turning radius is provided both into and around the alley in accordance with appendix D of the IFC.

I would like to attend the in-person meeting with the applicant to clarify the fire & life safety requirements for the buildings.

Thanks,

Sam

From: Todd Stowell [mailto:todds@codwy.gov]

Sent: Thursday, February 15, 2024 12:14 PM

To: Community Development Review <communitydevreview@codwy.gov>; Utilities <utilities@codwy.gov>

Subject: [Community Development] Conceptual Plan for 48-unit Planned Unit Development

We have received a Planned Unit Development (PUD) application for the development of four, 12-unit senior living apartments (48 total) on a 3-acre property south of Cougar Avenue, as shown below. The PUD process includes a "conceptual review" that is conducted by City staff and presented to the Planning and Zoning Board. I view the conceptual review as an opportunity to provide any form of input in the design, layout, etc. for the project, before the applicant spends the time and money on the engineering-level site plan for the public review process. If there are not many comments, I am okay with the City staff review simply being our standard comment process initiated by this email, followed by an in-person meeting with those that have items they would like to share with the applicant in person. I expect the in-person meeting would include at least Phillip, Sean, and me, but also anyone with the need for discussion with the applicant (Eg Higbie). If you only have minor comments, they can be passed on without your attendance.

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Sean Collier <scollier@codywy.gov>

Thu, Feb 15, 2024 at 3:16 PM

To: Sam Wilde <Sam.Wilde@parkcounty-wy.gov>

Cc: Todd Stowell <todds@codywy.gov>, Community Development Review <communitydevreview@codywy.gov>, Utilities <utilities@codywy.gov>

I have already covered quite a bit, if not all of the Building Departments preliminary requirements for code compliance, and architectural/structural design plans. Full accessibility requirements will need to be met.

I would like to add that it would be a good idea, if not a requirement, to have them request a GeoTech evaluation of the development area. The GeoTech evaluation will help determine if the soils are suitable, and if there is groundwater present that will hinder this type of development and the structures proposed, or if there are specific structural recommendations or requirements that will need to be met and utilized to ensure the safe completion of the project.

[Quoted text hidden]

--
Sean Collier
Building Official
City of Cody
(307) 899-0930
(307) 527-3476
ICC ID: 8341080
WCBO President & ICC
Wyoming Chapter President
scollier@codywy.gov

Business Hours:

Monday – Thursday: 7:00 am – 5:00 pm

Friday: 7:30 am – 11:30 am

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Dane Austin <daustin@codywy.gov>

Fri, Feb 16, 2024 at 7:03 AM

To: Todd Stowell <todds@codywy.gov>

Cc: Community Development Review <communitydevreview@codywy.gov>, Utilities <utilities@codywy.gov>

Hey Todd, The electric would be best feeding from the west alley, like they show but cabinets and transformers will need to be added. The south end of the alley may need some adjustment for truck access. Once they fill out the Electrical Application, proper sizing of equipment can be determined. But I see no major challenges.

Dane Austin

Electrical Superintendent
(307) 587-6803

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James Keenan <jkeen@cityofcodywy.gov>

Fri, Feb 16, 2024 at 8:57 AM

To: Todd Stowell <todds@cityofcodywy.gov>

We'd want to make sure that it was clear where the city's responsibility for the water line ended. I'm assuming that we'd want it to end at the valve in Cougar Ave.

James K

On Thu, Feb 15, 2024 at 12:13 PM Todd Stowell <todds@cityofcodywy.gov> wrote:

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James Keenan

City of Cody
Water Systems and Sanitation Superintendent
307-587-2958
www.cityofcody-wy.gov

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Todd Stowell <todds@cityofcodywy.gov>

Thu, Feb 22, 2024 at 3:58 PM

To: Phillip Bowman <pbowman@cityofcodywy.gov>

Phillip,

Can we meet to discuss this project after management meeting Tuesday morning?

Thanks,

Todd Stowell, AICP

Community Development Director/City Planner
City of Cody, Wyoming
(307) 527-3472
www.codywy.gov

Community Development Office Hours

7:30-5:00 Monday-Thursday, 7:30-11:30 Friday

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From: **Todd Stowell** <todds@cityofcodywy.gov>

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