

City of Cody
Planning, Zoning and Adjustment Board Regular Meeting
December 4, 2025

A regular meeting of the Cody Planning, Zoning and Adjustment Board was held in the Council Chambers at City Hall in Cody, Wyoming on Thursday, December 4, 2025, at 12:00 PM.

P&Z Board Chairperson Dan Schein called the meeting to order at 12:01 PM.

P&Z Board Chairperson Dan Schein led everyone in the Pledge of Allegiance.

Present: P&Z Board Member Dan C. Holler, P&Z Board Member C. Daniel Schein, P&Z Board Member Carla Egelhoff, P&Z Board Member Joseph Burrell, P&Z Board Member Sarah Miles; City Attorney Scott Kolpitzke; City Planner Jenny Cramer; Public Works Director Phillip Bowman; Staff Engineer Kris Bruxvoort and Hannah Witwicki Administrative Coordinator Officer.

Absent: P&Z Board Member Kathryn Kyle, P&Z Board Member Ian Morrison

Dan C. Holler made a motion seconded by Joseph Burrell to approve the Consent Calendar. The vote was unanimous. The motion passed.

City Planner Jenny Cramer presented the Sign Plan Review at 1128 12th Street - Sips Coffee Company.

Dan C. Holler made a motion seconded by Joseph Burrell to approve, Sign Plan Review at 1128 12th Street - Sips Coffee Company, with the conditions from the Staff report. The vote was unanimous. The motion passed.

City Planner Jenny Cramer presented the Sign Review at 1001 12th Street - Stahly Engineering & Associates, Inc.

Joseph Burrell made a motion seconded by Sarah Miles to approve the Sign Plan Review at 1001 12th Street — Stahly Engineering & Associates, Inc. with the conditions from the Staff report. The vote was unanimous. The motion passed.

City Planner Jenny Cramer presented the Sign Review at 3430 Big Horn Avenue - Sprague Roofing.

Joseph Burrell made a motion seconded by Dan C. Holler to approve Sign Review at 3430 Big Horn Avenue -Sprague Roofing with the conditions from the Staff report. The vote was unanimous. The motion passed.

P & Z Board Matters (announcements, comments, etc.): Dan C. Holler will miss the January 15, 2025 meeting.

Council Update: None

Sarah Miles made a motion seconded by Dan C. Holler to adjourn the meeting. The vote was unanimous. The meeting was adjourned at approximately 12:10 PM.

Hannah Witwicki

Hannah Witwicki, Administrative Coordinator