

City of Cody
Planning, Zoning and Adjustment Board Proceedings
March 19, 2026

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, March 19, 2026 at 12:00 PM.

P&Z Board Chairperson Dan Schein called the meeting to order at 12:00 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 Kathryn Kyle, P&Z Board Member Erin Welty; City Attorney Scott Kolpitcke; City Planner Jenny Cramer; Community Development Director Utana Dye; Public Works Director Phillip Bowman; Staff Engineer Kris Bruxvoort and Hannah Witwicki Administrative Coordinator Officer.

Absent: P&Z Board Members Sarah Miles and Ian Morrison

P&Z Board Member Dan C. Holler made a motion seconded by P&Z Board Member Erin Welty to approve the consent calendar. The vote was unanimous. The motion passed.

Public Hearing for a Conditional Use Permit application at 1431 Salsbury Avenue, to allow a large-scale home occupation use.

Opened at 12:04 PM

No one spoke for or against.

Closed at 12:05 PM

Public Hearing for a Special Exemption request at 1431 Salsbury Avenue, to reduce the required side lot line setback for an accessory building from 3 feet to 0 feet.

Opened 12:06 PM

No one spoke for or against.

Closed 12:07 PM

City Planner Jenny Cramer presented the Conditional Use Permit request at 1431 Salsbury Ave., to allow a large-scale home occupation use.

Carla Egelhoff made a motion seconded by Erin Welty to approve the Conditional Use Permit request at 1431 Salsbury Ave., to allow a large-scale home occupation use with the conditions from the Staff report. The vote was unanimous. The motion passed.

City Planner Jenny Cramer presented the Special Exemption request at 1431 Salsbury Avenue to allow a reduced setback for an accessory building.

Erin Welty made a motion seconded by Kathryn Kyle to approve the Special Exemption request at 1431 Salsbury Avenue to allow a reduced setback for an accessory building, with the conditions from the Staff report. The vote was unanimous. The motion passed.

City Planner Jenny Cramer presented the Sign Review application at 2130 Big Horn Avenue for Tire Rama.

Erin Welty made a motion seconded by Dan C. Holler to approve the Sign Review application at 2130 Big Horn Avenue for Tire Rama, with the conditions from the Staff report. The vote was unanimous. The motion passed.

City Planner Jenny Cramer presented the Preliminary Plat of the Sharon K. Riley Irrevocable Trust Minor Subdivision.

Erin Welty made a motion seconded by Kathryn Kyle to approve the Preliminary Plat of the Sharon K. Riley Irrevocable Trust Minor Subdivision, with the conditions from the Staff report. The vote was unanimous. The motion passed.

City Planner Jenny Cramer presented the Final Plat of the Sharon K. Riley Irrevocable Trust Minor Subdivision.

Dan C. Holler made a motion seconded by Erin Welty to approve the Final Plat of the Sharon K. Riley Irrevocable Trust Minor Subdivision, with the conditions from the Staff report. The vote was unanimous. The motion passed.

Dan Schein will be absent from the April 2nd meeting.

Staff reported that Phishing Emails have been going out to Planning and Zoning Applicants. Applicants beware of scams.

P&Z Board Member Kathryn Kyle made a motion seconded by P&Z Board Member Dan C. Holler to adjourn the meeting. The vote was unanimous. The meeting was adjourned at approximately 12:37 PM.

Hannah Witwicki

Hannah Witwicki, Administrative
Coordinator