



Douglas Planning and Zoning Commission

February 19, 2020

City of Douglas-Council Chambers

101 North 4th Street

Douglas, Wyoming 82633

Call To Order

Chairman Hancock called the Douglas Planning and Zoning Commission to order at 5:30 P.M. In response to the Chairman's request for roll call, the following were found present:

Members Present: Jay Hancock
Blake Palmer
Robin Velasquez
Becky Renstrom

Members Absent: Carol Johnston

City Staff Present: Clara Chaffin, Community Development Director
Sherri Mullinnix, Planning Technician
Gary Schwarz, IT Director

Agenda

Chairman Hancock introduced the agenda. Commissioner Renstrom moved to accept the agenda. Commissioner Palmer seconded the motion, and the motion carried 4-0.

Minutes

Chairman Hancock introduced the minutes of the January 20, 2020, meeting. Commissioner Palmer made a motion to accept the minutes. Commissioner Velasquez seconded. The motion carried 4-0.

Planning & Zoning Matters

A. CUP 02-20: Application by Douglas Hardware Hank for an Electronic Message Display Sign in a B-2 General Business Zone at 1120 E. Richards Street (Pleasant View Addition, Block 9, Lots 1-14)

Chairman Hancock opened the public hearing at 5:32. Director Chaffin reviewed the location, zoning data, surrounding land uses, description of the site, and compliance with the Douglas Master Plan. Staff analysis concluded the proposed sign would be the same size and in the same location as the existing sign and would meet all conditions specified in the Unified Land

Development Code; and recommended approval of the installation with conditions specified in the above referenced code. There being no comment from the applicant or the public, Chairman Hancock closed the public hearing at 5:35 and called for a motion. Commissioner Renstrom moved to recommend approval to the City Council with staff recommendations, and Commissioner Velasquez seconded the motion. With no discussion, the motion passed 4-0.

B. CUP 03-20: Application by John and Connie Werner for a Short-Term Rental in an R-1 Neighborhood Residential Zone at 1255 Birch Street (Frontier Village, Block 1, Lot 11)

Chairman Hancock opened the public hearing at 5:36. Director Chaffin reviewed the location, zoning, surrounding property uses, history, and compliance with the Douglas Master Code. Chaffin also advised the Commission that the Council had expressed concern regarding potential sex offenders renting properties in the vicinity of schools, but cautioned the Commission there is no finding of fact restricting the use on that basis and that Airbnb vets potential clients on that issue. The owners are a ranching family that utilize the home for their personal use but wish to operate the dwelling as a short-term rental through Airbnb when they are not using it. Generally, it would only be rented for one to two weeks per month, and no negative impact to the neighboring properties is anticipated. Staff recommended approval of the application with the acknowledgment that it is specific to the applicant and is not transferable to another owner and/or agent or location, and that the dwelling meets City short-term rental requirements at all times. There being no comment from the applicant or the public, Chairman Hancock closed the public hearing at 5:39 and called for the vote. Commissioner Palmer made a motion to recommend approval of the application to the City Council with staff conditions and Commissioner Velasquez seconded. With no discussion, the motion passed 4-0.

C. ZON 01-20: Application by Twin Buttes Ministry Partners to Rezone 202 N. 6th Street (Town of Douglas, Block 28, Lots 5-10) from R-1 Neighborhood Residential to R-3 Limited Mixed Residential

Chairman Hancock opened the public hearing at 5:41. Director Chaffin reviewed the location, zoning, surrounding land uses, compliance with the Douglas Master Plan, and history of the site. Chaffin also summarized concerns expressed from two vicinity property owners. The location property was owned by Converse County School District #1 and served the community for many decades as a public school, with offices, classrooms, a gymnasium, and auditorium. As new schools were built, it transitioned as a satellite campus for Eastern Wyoming College for many years until a new campus was completed in 2014. Since that time, it has been occupied periodically by various churches. The new owner proposes redeveloping the building to include free community use of the gymnasium and auditorium and converting the classrooms into efficiency apartments. Both uses would be in keeping with the goals stated in the Douglas Master Plan for the specific property and the area. Staff recommended approval of the application.

Chairman invited the applicant, Brett Reese, to speak to the applications. Mr. Reese responded to questions from the Commission; and verified licensed contractors are being retained for the project. There being no public comment, Chairman Hancock closed the public hearing at 5:55 and called for the vote. Commissioner Renstrom made a motion to recommend approval of the

application to the City Council and Commissioner Palmer seconded. With no discussion, the motion passed 4-0.

D. CUP 04-20: Application by Scott and Jacey Bauman for a Short-Term Rental in an R-1 Neighborhood Residential Zone at 102 Drum Street (West Plains Development Addition, Block 2, Lot 32)

Chairman Hancock opened the public hearing at 5:56. Director Chaffin reviewed the location, zoning, surrounding land uses, compliance with the Douglas Master Plan, and history of the site. The home was built in 2007 as a single-family dwelling. The owners will occupy the home full time but wish to allow the short-term rental of two bedrooms through Airbnb. Generally, the spaces would only be rented for periods up to one week, and no negative impact to the neighboring properties is anticipated. Staff recommended approval of the application with the acknowledgment that it is specific to the applicant and is not transferable to another owner and/or agent or location, and that the dwelling meets City short-term rental requirements at all times.

Chairman Hancock invited the applicant, Jacey Bauman, to speak to the application. Ms. Bauman stated that her family occupies the home full time but there are two unused bedrooms in the basement that they wish to have available for rent. There being no public comment, Chairman Hancock closed the public hearing at 5:58 and called for the vote. Commissioner Renstrom made a motion to recommend approval of the application to the City Council with staff conditions and Commissioner Velasquez seconded. With no discussion, the motion passed 4-0.

E. CCSUB 01-20: Application by D. Dennis and Lucile K. Taylor for the Budd Minor Subdivision, a County Subdivision at 38 Peacock Lane

Chairman Hancock introduced the item and requested Director Chaffin to review the application. Chaffin spoke to the location, size, and proposed use of the property. Access and utility easements were noted, with water and sewage disposal to be provided by private wells and septic systems. The location is in the Planning Area, as designated in the City of Douglas Master Plan, adopted in 2014. Land included in this area is anticipated to be a possible site of annexation within a 20-30 year period, making long range impacts to the property important to future City growth needs. The site is visible from Interstate Highway 25, influencing the perceptions of travelers to the community. The city's strong preference would be for any activity to be developed in a manner similar to City of Douglas Rural Residential zoning standards. Staff recommended approval of the subdivision with reservations as to future development of the property given the lack of county zoning regulations.

Chairman Hancock called for the vote. Commissioner Palmer made a motion to recommend approval to the City Council with staff reservations, and Commissioner Renstrom seconded the motion. With no discussion, the motion passed 4-0.

Staff Report - City Council Action on Forwarded Items

A.CUP 01-20: Application by Quentin Toone for a Short-Term Rental in a Residential Zoning District at 740 S. 6th Avenue (Town of Douglas, Block 59, South ½ Lot 6)

Chaffin reported that the agenda item from the January 20, 2020, had been approved by the City Council 3-1.

Adjournment

There being no other business, Chairman Hancock called for a motion to adjourn the meeting. A motion to adjourn was made by Commissioner Renstrom and seconded by Commissioner Velasquez. With a unanimous vote of 4-0, Chairman Hancock adjourned the meeting at 6:05.

Chairman, Planning and Zoning Commission

Planning Commission, Secretary