



Douglas Planning and Zoning Commission

February 20, 2018

City of Douglas-Council Chambers

101 North 4th Street

Douglas, Wyoming 82633

Call To Order

Chairman Johnston 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
Carol Johnston
Blake Palmer
Becky Renstrom
Robin Velasquez

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

Agenda

Chairman Johnston introduced the agenda. Commissioner Velasquez moved to accept the agenda. Commissioner Renstrom seconded the motion, and the motion carried 5-0.

Minutes

Chairman Johnston introduced the minutes of the January 15, 2018, meeting. Commissioner Renstrom made a motion to accept the minutes. Commissioner Hancock seconded. The motion carried 5-0.

Planning & Zoning Matters

A. CUP 01-18: Application for a Conditional Use Permit by the Douglas Assembly of God Church to operate a church in a R-1 Neighborhood Residential Zone at 206 N. 6th Street (Town of Douglas, Block 28, Lots 5-10).

Chairman Johnston opened the public hearing at 5:32 P.M. and introduced the item, inviting staff to speak to the request. Director Chaffin reviewed the application by the Douglas Assembly of God Church to relocate its church to 206 N. 6th Street. The request was in compliance with the R-1 Neighborhood Residential zoning requirements and the Douglas Master Plan; and the history of the site's previous uses as an educational facility were summarized. Staff's recommendation was to approve the conditional use permit request.

Commissioner Palmer asked what the parking use was prior to the building becoming vacant. Director Chaffin responded citing the use as a community college causing continuous traffic throughout the week.

Chairman Johnston called on the applicant for comment. Pastor Cullen spoke on behalf of the application responding to Commissioner Palmer's question on parking. Pastor Cullen explained that they have approximately 100 members who may be present on Sunday, there will be classes on Wednesday evenings, and that the business office will operate throughout the week. Commissioner Renstrom questioned any plans to change the interior of the building. Pastor Cullen responded that the applicant is currently leasing the building and they will not be performing any structural changes at this time.

Chairman Johnston called for public comment and, there being none, closed the public hearing at 5:38 P.M. and called for a motion. Commissioner Renstrom made a motion to recommend approval of the conditional use permit to the City Council, and the motion was seconded by Commissioner Hancock. There being no further discussion, Chairman Johnston called for the vote and the motion carried 5-0.

B. CUP 02-18: Application for a Conditional Use Permit by Tractor Supply to allow for the expanded seasonal sale of chicks and ducklings in a B-2 General Business Zone at 2140 East Richards Street (TMT Addition, Lot 2).

Chairman Johnston opened the public hearing at 5:39 P.M. and introduced the item, inviting staff to speak to the request. Director Chaffin reviewed the application by Tractor Supply, requesting that their existing conditional use permit be expanded to allow the annual seasonal sale of chicks and ducklings from February 1st to October 31st. Given that there have been no complaints or violations noted regarding the conditions of the existing permit, staff recommended approval of the conditional use permit with the inclusion of those same conditions.

Chairman Johnston noted the applicant was not present. Chairman Johnston called for public comment and, there being none, the public hearing was closed at 5:43 P.M. and called for a motion. Commissioner Palmer made a motion to recommend approval of the conditional use permit to the City Council with staff recommendations, and the motion was seconded by Commissioner Velasquez. There being no further discussion, Chairman Johnston called for the vote and the motion carried 5-0.

Staff Report – City Council Action on Forwarded Items

A. SUB 01-18: Application to Vacate and Replat Wilson Subdivision, Block 2, Lots 45-50 as Wilson Subdivision, Block 2, Lots 55-59

Chairman Johnston directed staff to provide an update on the item recently forwarded to the City Council. Director Chaffin reported that the item had been approved by the City Council as recommended by the Planning and Zoning Commission.

Adjournment

There being no other business, Chairman Johnston called for a motion to adjourn. Commissioner Renstrom made said motion, and it was seconded by Commissioner Hancock. The motion passed 5-0, and Chairman Johnston adjourned the meeting at 5:45 P.M.

Chairman, Planning and Zoning Commission

Planning Commission, Secretary