



Douglas Planning and Zoning Commission

April 16, 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
Blake Palmer
Carol Johnston
Robin Velasquez

Members Absent: Becky Renstrom

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

Agenda

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

Minutes

Chairman Johnston introduced the minutes of the March 19, 2018, meeting. Commissioner Hancock made a motion to accept the minutes. Commissioner Velasquez seconded. The motion carried 4-0.

Planning & Zoning Matters

A. CUP 03-18: Application for a Wireless Communication Tower in a B-1 Local Business Zone at 1954 E. Richards Street (Clearfield # 3, Part of Block 4)

Chairman Johnston opened the public hearing at 5:32 P.M. and introduced the item, inviting staff to speak to the application. Director Chaffin explained that Verizon Wireless, as the applicant, desired to place a wireless communication tower on a concrete pad on the lower level of the Madora Plaza strip mall, the location being surrounded by mixed residential, commercial, and governmental uses, in addition to vacant property. The property is zoned B-1 Local Business and is located in the East Richards Corridor of the East Richards District of the Master Plan, and the proposed use is appropriate in both with a conditional use permit. Staff recommended approval with the following conditions:

1. The property and facility shall be maintained at all times by the applicant and or property owner;
2. This conditional use permit is for principal use by Verizon Wireless only with approved collocations from other service providers. In the event Verizon Wireless ceases the operation of the facility or sells the facility to another entity, then the Conditional Use Permit will be null and void. The new entity must apply for a conditional use permit with the City for approval;
3. The applicant and property owner must allow collocations on the facility if structurally and technically feasible; and
4. Any change to the existing facility or premises must be approved by the City.

Chairman Johnston called for questions from the Commission, comments from the applicant, and public comment. There being no response to any of the above, Chairman Johnston closed the public hearing at 5:37 P.M. Commissioner Hancock made a motion to recommend approval to the City Council with staff conditions and Commissioner Palmer seconded. There being no discussion, Chairman Johnston called for the vote, and the motion passed unanimously 4-0.

B. CCSUB 02-18: Application to Vacate and Replat South Douglas Addition, Tract 3, Lots 1 & 10 and Tract 4, Lots 7 & 8 into South Douglas Addition, Tract 3, Lots 11 & 12 and Tract 4, Lots 15 & 16

Chairman Johnston introduced the item, inviting staff to speak to the request. Director Chaffin reviewed the application forwarded by the Converse County Special Projects. Director Chaffin reviewed the proposed 19.28 acre vacation and replat of four (4) existing lots and the vacation of a remnant of New Road 9, under review per Wyoming Statute 18-5-308, which states any part of a subdivision within one mile of the boundaries of an incorporated city must obtain the approval of its governing body. Chaffin explained the parcel is in the Planning Area anticipated to be annexed in 15-25 years and is visible from Interstate Highway 25, influencing the perceptions of travelers to the community. Given the size of the lots and the proximity to the Douglas Community Golf Course and the stated purpose of the subdivision, it can be anticipated the subdivision will be developed in a manner similar to property in a City of Douglas Rural Residential zone. Staff recommended approval of the application.

Chairman Johnston invited the applicant to speak, but there was no representation present. There being no further questions from the Commission, Chairman Johnston called for the motion. Commissioner Palmer made a motion to recommend approval of the county subdivision vacation and replat to the City Council, and the motion was seconded by Commissioner Velasquez. There being no further discussion, Chairman Johnston called for the vote and the motion carried unanimously 4-0.

Staff Report – City Council Action on Forwarded Items

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).

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 invited staff to provide an update on the action items from the March 19, 2018, meeting. Director Chaffin reported that the City Council had approved both items as recommended by the Planning and Zoning Commission.

Adjournment

There being no other business, Chairman Johnston called for a motion to adjourn. Commissioner Velasquez made said motion, and it was seconded by Commissioner Hancock. The motion passed 4-0, and Chairman Hancock adjourned the meeting at 5:43 P.M.

Chairman, Planning and Zoning Commission

Planning Commission, Secretary