



Douglas Planning and Zoning Commission

May 21, 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 5:33 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
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 Renstrom moved to accept the agenda. Commissioner Hancock seconded the motion, and the motion carried 5-0.

Minutes

Chairman Johnston introduced the minutes of the April 16, 2018, meeting. Commissioner Hancock made a motion to accept the minutes. Commissioner Palmer seconded. The motion carried 5-0.

Planning & Zoning Matters

A. ZON 01-18: Application to Rezone 115 South Riverbend Drive (Part of the Northwest Quarter of the Southwest Quarter, Section 8, Township 32, Range 71) from MH-2 Mobile Home Park to B-2 General Business

Chairman Johnston opened the public hearing at 5:36 P.M. and introduced the item, inviting staff to speak to the application. Director Chaffin provided history of the location as the National Register Historic Site of the Officers Club of Camp Douglas, a WWII prisoner of war camp, which is owned by the State of Wyoming as a State Historic Site. The State and the City of Douglas have provided considerable funding to restore much of the building back to its original appearance and promote it as an important Wyoming historic tourism destination. The property is currently zoned MH-2 Mobile Home Park from the period when the Odd Fellows lodge owned the property and operated a small scale mobile park on the site as a fundraiser. That zone designation is no longer appropriate. Additionally, the State desires

to install an attractive sign to draw attention to the site, which would not be permitted under the current zoning, but would be allowable in a B-2 General Business zone. That zone designation would be in keeping with the Douglas Master Plan and the actual use, and had received staff recommendation.

Chairman Johnston called for questions from the Commission, and Director Chaffin responded as to the approximate size of the proposed sign. There being no comments from the applicant or public comment, Chairman Johnston closed the public hearing at 5:43 P.M. Commissioner Renstrom made a motion to recommend approval to the City Council and Commissioner Hancock seconded. There being no discussion, Chairman Johnston called for the vote, and the motion passed unanimously 5-0.

B. SUB 02-18: Application for the Bartling Park Subdivision

Chairman Johnston opened the public hearing at 5:44 P.M. and introduced the item, inviting staff to speak to the application. Director Chaffin explained that the majority of the Bartling Park site has been defined only by a metes and bounds description to date. As the park has continued to develop into a significant recreation site for the community, various groups have approached the City desiring to lease portions for specific recreational activities. That process has been complicated by the lack of a legal descriptions for the property and its specific locations. This subdivision would rectify the situation and is in compliance with the Douglas Master Plan. Staff recommended approval of the subdivision.

There being no questions from the Commission or public comment, Chairman Johnston closed the public hearing at 5:48 P.M. and called for the motion. Commissioner Hancock made a motion to recommend approval of the 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 5-0.

C. CUP 05-18: Application to Allow Keeping of Ducks in an R-1 Neighborhood Residential Zone at 422 N. 5th Street (Town of Douglas, Block 74, Lot 4)

Chairman Johnston opened the public hearing at 5:49 P.M. and introduced the item, inviting staff to speak to the application. Director Chaffin provided information regarding the applicant's desire to keep up to four (4) ducks at his home in an R-1 Neighborhood Residential zone, and the property owner's written approval of the use. The proposed coop would meet all City requirements as to property setbacks, distance from adjacent homes, and fencing; as well as suitable enclosure and shelter. There have been no opposing comments from neighboring property owners, and staff recommended approval with conditions.

There being no comments from the applicant or public comment, Chairman Johnston closed the public hearing at 5:53 P.M. Commissioner Palmer made a motion to recommend approval to the City Council with staff recommendations and Commissioner Velasquez seconded. There being no discussion, Chairman Johnston called for the vote, and the motion passed unanimously 5-0.

D. CUP 06-18: Application to Allow Keeping of Chickens in an R-1 Neighborhood Residential Zone at 208 Russell Avenue (Sanford Addition, Block 1, Lot 3)

Chairman Johnston opened the public hearing at 5:54 P.M. and introduced the item, inviting staff to speak to the application. Director Chaffin provided information regarding the applicants' desire to keep up to four (4) female chickens at their home in an R-1 Neighborhood Residential zone. The proposed coop would meet all City requirements as to property setbacks, distance from adjacent homes, and fencing; as well as suitable enclosure and shelter. There have been no opposing comments from neighboring property owners, and staff recommended approval with conditions.

There being no comments from the applicant or public comment, Chairman Johnston closed the public hearing at 5:56 P.M. Commissioner Renstrom made a motion to recommend approval to the City Council with staff recommendations and Commissioner Hancock seconded. There being no discussion, Chairman Johnston called for the vote, and the motion passed unanimously 5-0.

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 5-0, and Chairman Johnston adjourned the meeting at 5:57 P.M.

Chairman, Planning and Zoning Commission

Planning Commission, Secretary