

**PLANNING and ZONING COMMISSION MEETING
DOUGLAS CITY HALL, DOUGLAS, WYOMING
MAY 17, 2021
REGULAR MEETING – 5:30 P.M.**

PLANNING AND ZONING COMMISSION MEETINGS ARE RECORDED AND BROADCAST LIVE ON CABLE CHANNEL 61.

THE PLANNING AND ZONING COMMISSION IS AN ADVISORY BODY TO THE CITY COUNCIL. ITEMS APPEARING ON THIS AGENDA WILL BE CONSIDERED BY THE CITY COUNCIL ON MARCH 24, 2021. ALL APPLICANTS ARE STRONGLY ENCOURAGED TO ATTEND BOTH MEETINGS.

I. CALL TO ORDER

II. PLEDGE OF ALLEGIANCE

III. ROLL CALL

IV. APPROVAL OF THE AGENDA FOR MAY 17, 2021

V. APPROVAL OF THE MEETING MINUTES FOR APRIL 19, 2021

VI. PLANNING AND ZONING MATTERS

A. CUP 004-21: Application by Sean and Shea Lehnen to have a Short Term Rental at 414 North 3rd Street, Original Town of Douglas, Block 32, Part of Lot 4: Lot 5.

VII. STAFF REPORT-CITY COUNCIL ACTION ON FORWARDED ITEMS

A. SUB 003-21: Application by ACI Real Estate SPE 105, LLC to Vacate and Replat Safeway Subdivision, Clearfield #2, Block 1, Pt of Lot 6: Lots 7-12 UNC: Pt of Block 4: Clearfield #3.

B. CUP 003-21: Application by Dawn Wilson for a Conditional Use Permit to operate a Day Care at 963 Meadowlark Drive (Meadowlark Trails Subdivision, Lot 47) in a R-1 Residential Zone

C: SUB 004-21: Application by City of Douglas to Vacate a portion of Poplar Street, and addition of part of Douglas Subdivision, Part of Lot 2, Part of Outlot C, and create the Douglas Senior Center Addition.

ADJOURNMENT

**DOUGLAS PLANNING AND ZONING COMMISSION
STAFF REPORT
MAY 17, 2021**

**414 NORTH 3RD STREET
SHORT-TERM RENTAL – CONDITIONAL USE PERMIT**

CASE NUMBER: CUP 04-21

PREPARED BY: Heidi McCullough, Planning Technician

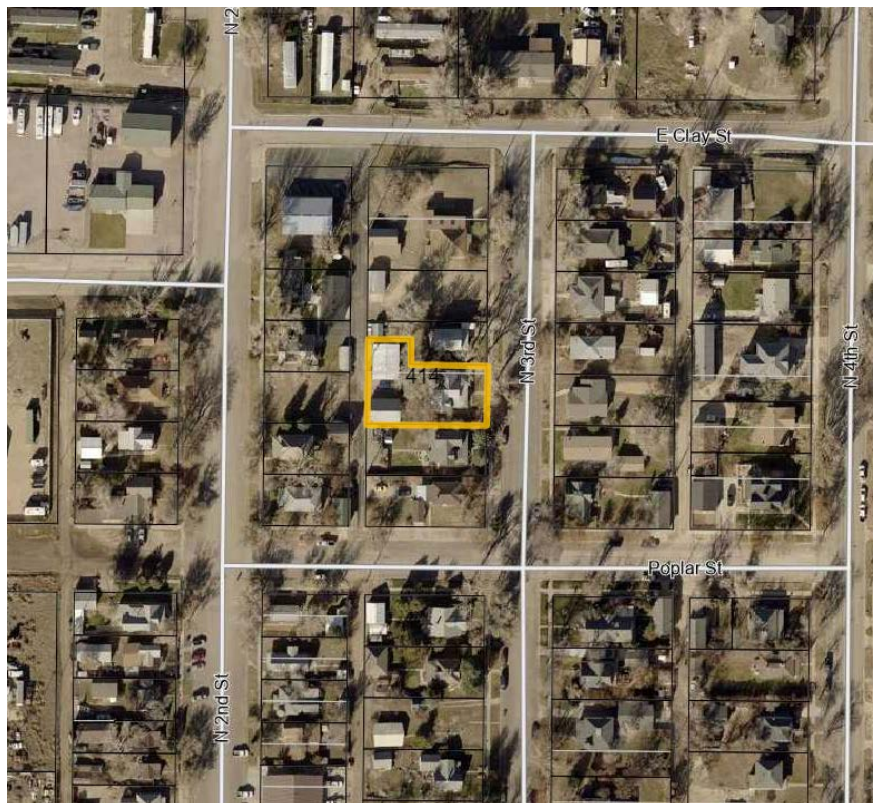
MEETING DATES: May 17, 2021 – Planning and Zoning Commission
May 24, 2021 – City Council

REQUEST: Conditional Use Permit, R-2 Medium Density Residential Zone

PURPOSE: To operate a Short-Term Rental (Airbnb)

RECOMMENDATION: The Community Development Department recommends approval of the conditional use permit to allow the short-term rental of the dwelling at 414 North 3rd Street in an R-2 Medium Density Residential zone with staff recommendations.

VICINITY MAP: Short-term Rental, 414 North 3rd Street



OWNER: Sean R. Lehnen
414 N 3rd Street
Douglas, WY 82633

LOCATION:

- (1) Legal Description: Original Town of Douglas, Part of Lot 4: Lot 5: Block 32
- (2) General Location: The subject property is located mid-block on the west side of North 3rd Street between Clay Street and Poplar Street.
- (3) Address: 414 North 3rd Street

LOT SIZE: 11,300 SF

ZONING: R-2 Medium Density Residential



ZONING DATA: The property is currently zoned R-2, Medium Density Residential. This district “*is intended to provide for the development of single-family and duplex or townhouse dwellings.*” According to the Douglas Municipal Code, short-term rentals are permitted as a Conditional Use in an R-2 zone.

EXISTING LAND USE: Single Family Residential

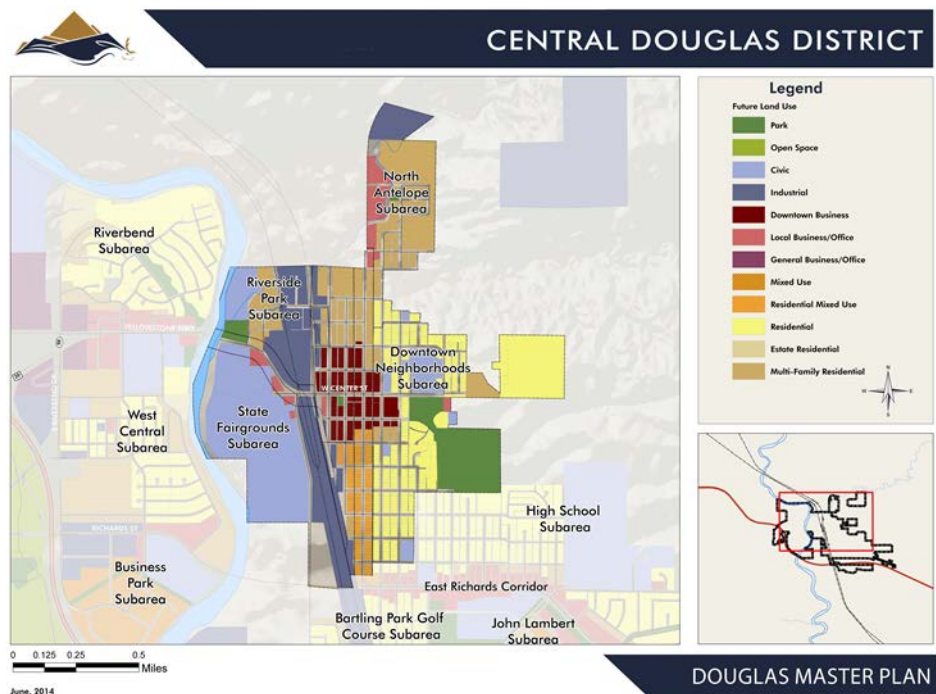
PROPOSED USE: Residential with short-term rental component

SURROUNDING LAND USE:		ZONING	ANNEXATION STATUS
North:	Mobile Home Park	MH-1 & MH-2	City
South:	Residential	R-2	City
East:	Residential/Church	R-2	City
West:	Residential	B-1	City

DESCRIPTION OF SITE AND SURROUNDINGS: The surrounding land uses are noted above. The subject property is surrounded by single family residential and Mobil Home Parks.

HISTORY: The main structure was originally built in 1914 as a single-family dwelling and has remained so throughout its history. There is an Additional Dwelling Unit on the property which was built in 1943. The current owners wish to operate the ADU as a short-term rental through Airbnb year-round. No negative impact to the neighboring properties is anticipated.

MASTER PLAN: The property is designated as part of the Downtown Neighborhoods subarea of the Central Douglas District. *“This area can be considered an extension of Downtown. Its future desired condition combines the preservation of adjacent historic neighborhoods with new medical facilities. Existing buildings should be redeveloped in a manner that compliments this emerging medical and downtown residential district.”*



STAFF RECOMMENDATION: The Community Development Department recommends approval of a conditional use permit to allow short-term rental of the dwelling at 414 North 3rd Street, with the acknowledgment that it is specific to the applicants, Sean and Shea Lehnen; and is not transferable to another owner and/or agent or location; and that the dwelling is in compliance with City short-term rental requirements at all times.