

**PLANNING and ZONING COMMISSION MEETING
DOUGLAS CITY HALL, DOUGLAS, WYOMING
JULY 19, 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 JULY 26, 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 JULY 19, 2021**
- V. APPROVAL OF THE MEETING MINUTES FOR JUNE 21, 2021**
- VI. PLANNING AND ZONING MATTERS**
 - A. DEV 03_21: Application by Big Country Storage LLC to have a Type B Development at 1533 W. Richards Street, 1400 Commerce Drive and 1500 Commerce Drive, Riverside Industrial Park #2, Lots 1, 7 & 8.**
- VII. OTHER BUSINESS**
 - A. APPOINTMENT TO THE DOWNTOWN DOUGLAS HISTORIC DISTRICT REVIEW PANEL**
- VIII. STAFF REPORT-CITY COUNCIL ACTION ON FORWARDED ITEMS**
 - B. CUP 005-21: Application by Scott & Jacey Bauman to have a Short-Term Rental at 313 Center Street, Original Town of Douglas, Block 16: Lot 7.**

ADJOURNMENT

Planning & Zoning Commission Meeting Script – 7.19.21

Call to Order

Pledge of Allegiance

Roll Call

Approval of Agenda –July 19, 2021

Approval of the Meeting Minutes – June 21, 2021

Planning and Zoning Matters:

A. Open the Public Hearing, Stating Time

- Introduce the Item
- Request Staff Report – No questions from Commission
- Request Comments from the Applicant – No questions from Commission
- Open the Floor for Public Comment
- **Close the Public Hearing, Stating Time – Do not take further public comment**
- **Call for a Motion – Do Not State the Motion**
 - “I make a motion to recommend accepting title of the item as written on the agenda to the Douglas City Council as presented (with staff recommendations).”**
- Discussion/Questions by Commission
- **Call for vote – Do not re-state the motion unless there has been considerable discussion or the motion has been amended.**

Staff Report: Call for Staff Report on City Council Action on Forwarded Items

Motion to Adjourn

**PLANNING AND ZONING COMMISSION
STAFF REPORT
JULY 19, 2021**

1533 WEST RICHARDS STREET, 1400 COMMERCE DRIVE AND 1500 COMMERCE DRIVE. TYPE B DEVELOPMENT – BIG COUNTRY STORAGE

CASE NUMBER: DEV 03-21

PREPARED BY: Community Development Department

MEETING DATES: July 19, 2021 – Planning Commission
July 26, 2021 – City Council

REQUEST: Type B Development Proposal

PURPOSE: Construction of five mini warehouse buildings (rentable storage units)

RECOMMENDATION: The Community Development Department recommends approval of this development plan and development agreement for construction of five mini warehouse buildings (rentable storage units) at 1533 West Richards Street, 1400 Commerce Drive and 15400 Commerce Drive as presented.

VICINITY MAP:



OWNER: Big Country Storage
P.O. Box 53
Douglas, WY 82633

AGENT: Steve Burnett
P.O. Box 53
Douglas, WY 82633

LOCATION:

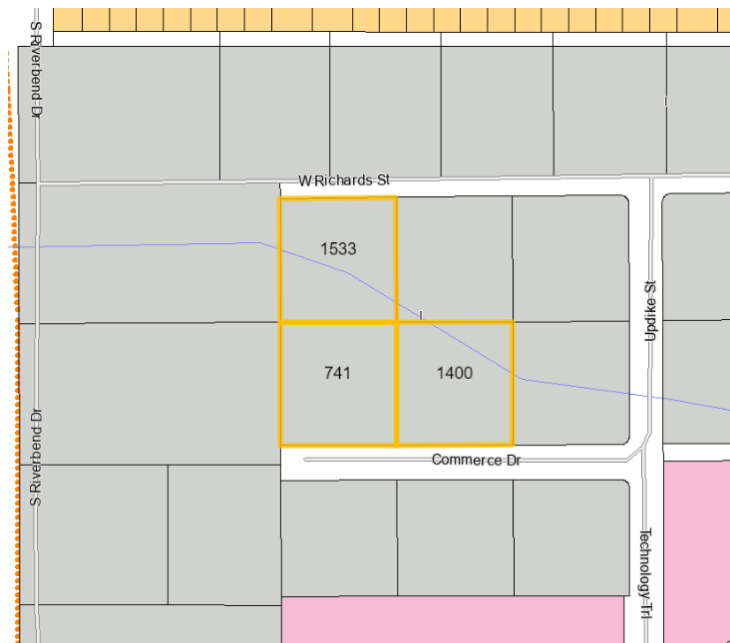
- (1) Legal Description: Riverbend Industrial Park #2, Lot 1,7 & 8
- (2) General Location: The subject property is located on the south side of West Richards Street between Updike Street and South Riverbend Drive.
- (3) Address: 1533 West Richards Street, 1400 Commerce Drive, 1500 Commerce Drive, Douglas, WY

SIZE: Total Area: 2.93 acres

EXISTING LAND USE: Mini warehouses (rentable storage units)

ZONING: The property is currently zoned I Industrial, which is intended *to provide for wholesale trade, storage and warehousing, trucking and transportation terminals, light and heavy manufacturing uses and similar activities.*

	SURROUNDING LAND USE:	ZONING	ANNEXATION STATUS
North:	Mini warehouses and auto service	I	City
South:	Construction Company	I	City
West:	Transportation and shipping	I	City
East:	Propane delivery service	I	City

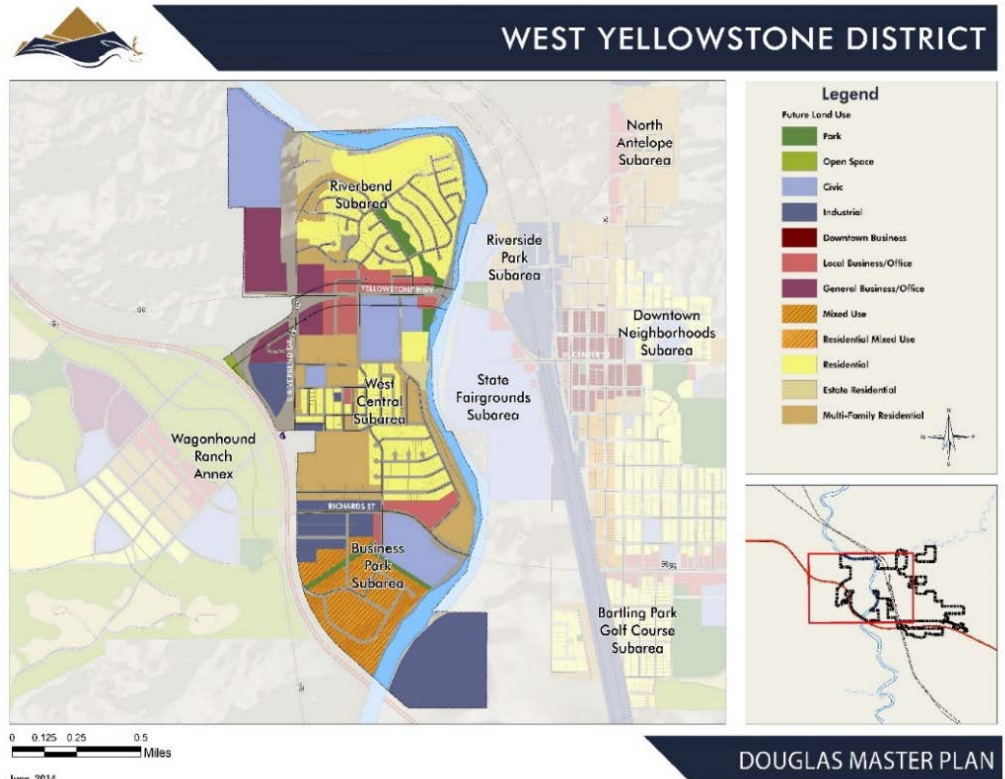


DESCRIPTION OF SITE AND SURROUNDINGS: The property is bounded on the north, south, east, and west by various industrial uses of transportation, service and storage.

HISTORY: The Riverbend Industrial Park #2 Subdivision was annexed to the City of Douglas 1980 and then shortly after, in 1981, was replatted into 11 lots. The current mini warehouses were built on the property in 2008.

DOUGLAS MASTER

PLAN: The Douglas Master Plan, adopted June 23, 2014, designates the property as being in the Business Park Subarea of the West Yellowstone District. The Master Plan focuses primarily on the future character of the residential neighborhoods, the Business Park, and the Yellowstone Corridor. *The area should evolve into a new campus surrounded by complementary tech industry, incubator, and office uses as well as student live/work, multi-family housing, and limited neighborhood retail. Adjacent industrial uses may occur on the property but should be adequately buffered from other uses.*



The development of mini warehouse buildings in this area is in keeping with the Douglas Master Plan as additional industrial options are included in the desired future character to the district.

DEVELOPMENT STANDARDS: This Development Plan conforms to the minimum Standards and Policies as described in City Code.

THE PROPOSED PROJECT:

PROPOSED PROJECT DETAILS

Lot Size	2.93 acres
Building 1	6,600 sq. ft.
Building 2	6,600 sq. ft.
Building 3	6,600 sq. ft.
Building 4	6,600 sq. ft.
Building 5	6,600 sq. ft.
Front Set Back – Bldg. 1	North Property Line: 57.52 ft
Front Set Back – Bldg. 2	North Property Line: 57.52 ft
Front Set Back – Bldg. 3	North Property Line: 26 +/- ft
Front Set Back – Bldg. 4	North Property Line: 26.66 ft
Front Set Back – Bldg. 5	North Property Line: 26.55 ft
Rear / Side Setback – Bldg. 1	West Property Line: 53.48 ft. Space between buildings (East) 25 ft. Space between buildings (South) 28 ft.
Rear / Side Setback – Bldg. 2	East Property Line: 41.43ft. Space between buildings (West) 25 ft. Space between buildings (South) 28 ft.
Rear / Side Setback – Bldg. 3	South Property Line: 20.70 ft. Space between buildings (East) 30 ft. Space between buildings (West) 30 ft.
Rear / Side Setback – Bldg. 4	South Property Line: 20.79 ft. Space between buildings (West) 30 ft. Space between buildings (East) 30 ft
Rear / Side Setback – Bldg. 5	North Property Line: 20.84 ft. Space between buildings (West) 30 ft. East Property Line: 30.74 ft.
Building Height	15ft
Parking	Total: 7 (10 required) ADA: 1 (1 required)
Landscaping	15% (20% required)
Drainage	Grading and Drainage plans provided
Lighting Plan	Building mounted and pole mounted lighting proposed
Elevations	Provided
Floodplain	The proposed building site is not in the floodplain

Parking: Stripped parking spaces included 6 traditional parking spaces and 1 ADA parking space will be provided along West Richards Street. Additional parking is disbursed throughout the self-storage facility. Per the Institute of Transportation Engineers, the proposed development needs a total of 10 parking spaces and 1 ADA parking space. No office is proposed on this site as the office on the north side of West Richards Street will be used for this property.

Landscaping: The applicant is requesting an alternate landscaping plan. The landscaped area along West Richards Street is being expanded and additional landscaping is being provided along the east and west property lines of the lot closest to West Richards Street. New fencing along West Richards Street will be black iron to match the Big Country Storage fencing on the north side of West Richards Street. Landscaping at self-storage facilities should be designed to be lower in height and less dense to avoid creating a space attractive to criminals. Landscaping should soften the industrial character of self-storage units and make the property attractive to visitors and neighboring properties. The proposed landscaping meets this guideline.

Additional landscaping provided by Big Country Storage is being installed along Updike Street and future plans to install along Commerce Drive.

ADDITIONAL INFRASTRUCTURE REQUIRED: No additional infrastructure required.

REVIEWING AGENCIES AND COMMENTS:

City Engineer:

Comments were submitted, generally regarding missing information on the original development proposal, and addressed accordingly.

Public Works:

No comments were made by the Public Works Department.

Douglas Police Department:

No comments were made by the Douglas Police Department.

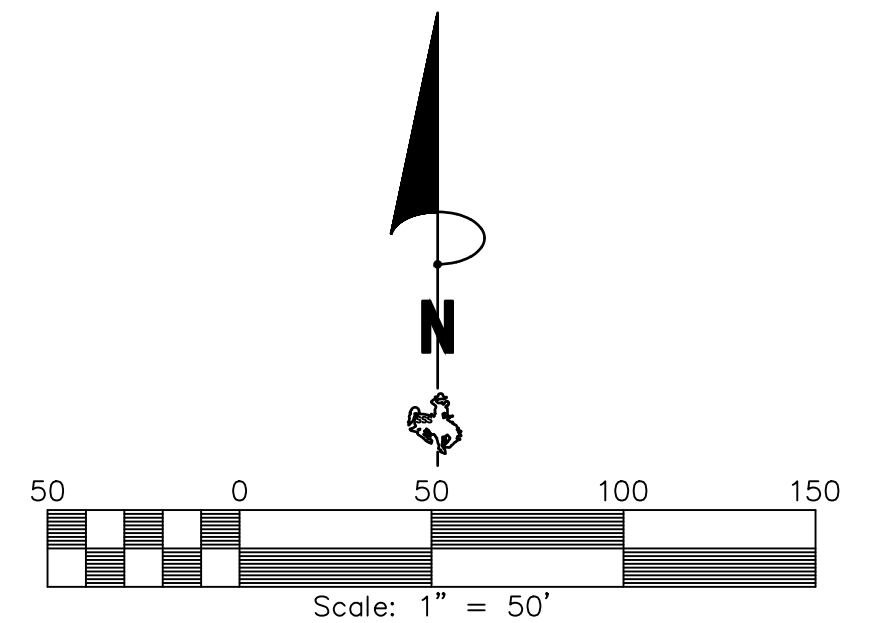
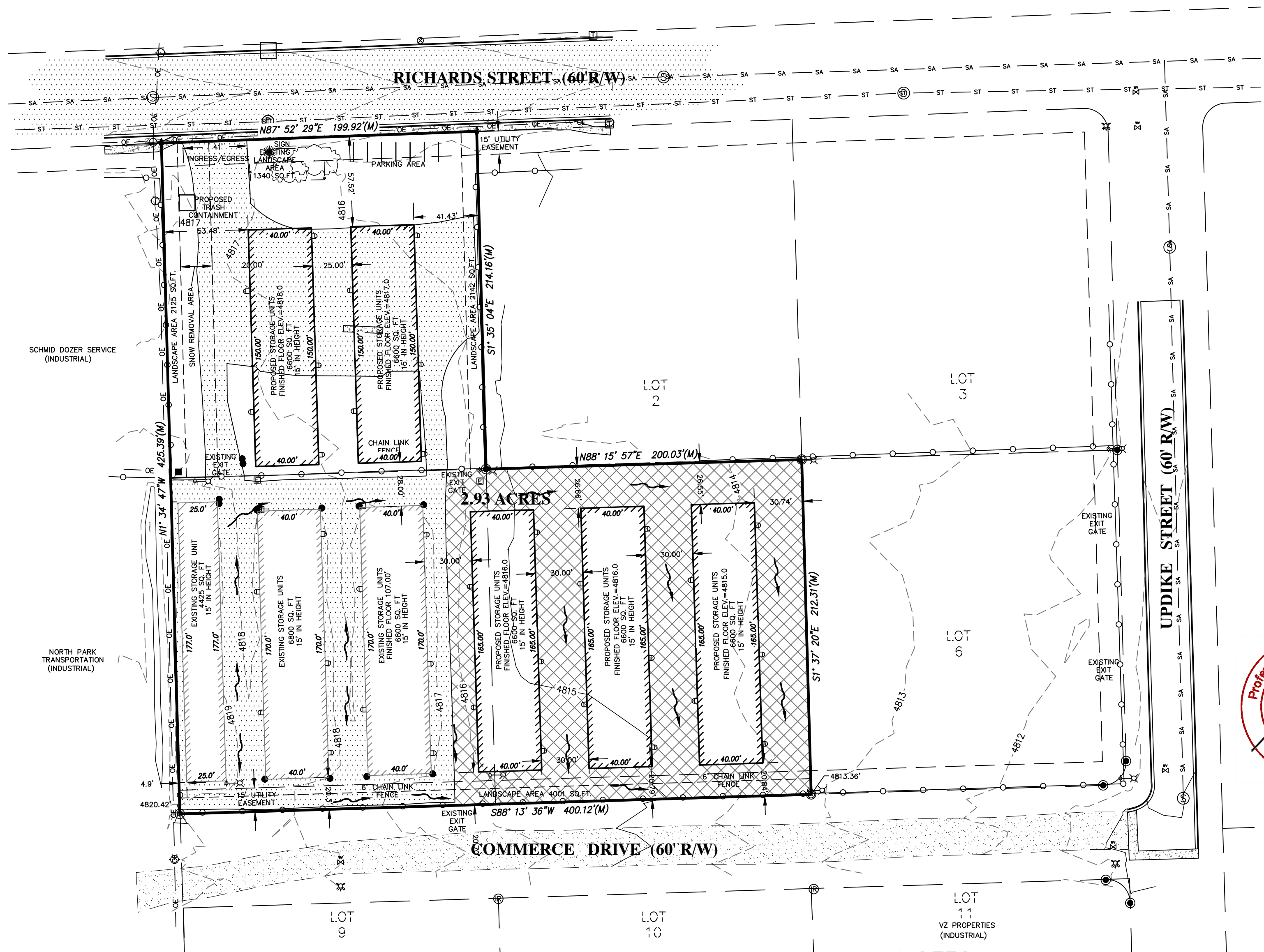
Douglas Fire Department:

No comments were made by the Douglas Fire Chief.

Public Comments:

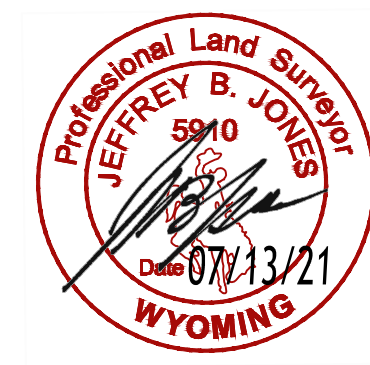
No public comments in favor or opposition have been submitted at this time.

STAFF RECOMMENDATION: The Community Development Department recommends approval of this development plan and development agreement for construction of five mini warehouse buildings (rentable storage units) at 1533 West Richards Street, 1400 Commerce Drive and 1500 Commerce Drive as presented.



LEGEND

- SET 5/8" X 24" LONG REBAR WITH 1 1/2" ALUMINUM CAP STAMPED "SSS P.L.S. 5910"
- FOUND 1 1/2" ALUMINUM CAP STAMPED "SSS P.L.S. 5910"
- ⊙ FOUND 5/8" REBAR
- ◆ FOUND NAIL WITH ID WASHER STAMPED 5910
- OE — EXISTING OVERHEAD ELECTRIC LINES
- EI — EXISTING ELECTRIC BOX
- EXISTING LIGHT POLE
- EXISTING UTILITY POLE
- — EXISTING SPLIT RAIL FENCE
- EXISTING GUARD POST
- SA — EXISTING SANITARY SEWER LINE
- ○ — EXISTING CHAIN LINK FENCE
- [Pattern] EXISTING BITUMINOUS SURFACE
- [Pattern] EXISTING CONCRETE SURFACE
- [Pattern] EXISTING GRAVEL SURFACE
- ⌋ EXISTING/PROPOSED WALL MOUNTED LIGHT
- TBM = SW CORNER LOT 4
ASSUMED ELEV. = 4820.42'
- Drainage arrow
- 00.0 Existing elevation
- [Pattern] PROPOSED BITUMINOUS SURFACE



CERTIFICATE OF SURVEYOR

I, Jeffrey B. Jones, A Professional Land Surveyor in the State of Wyoming, for and on behalf of Steil Surveying Services, LLC, hereby state, to the best of my knowledge, information and belief, that this map was prepared from field notes taken during an actual survey made by me or under my direct supervision; and that this map correctly shows the results of said survey and that the monuments found or set are as shown.

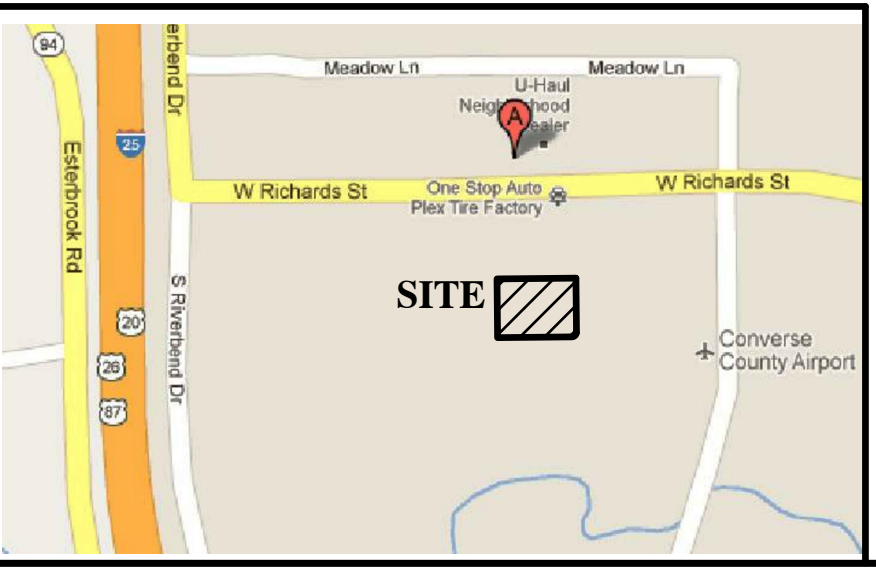
SITE PLAN FOR

BIG COUNTRY STORAGE

LOTS 1, 7 & 8,
RIVERSIDE INDUSTRIAL PARK #2
TOWN OF DOUGLAS,
CONVERSE COUNTY, WYOMING.

PREPARED APRIL, 2021

VICINITY MAP



GENERAL NOTES

TOTAL LAND AREA = 127,659.4 SQ.FT. (2.93 ACRES)
 TOTAL BUILDING AREA = 18,025 SQ.FT.
 TOTAL BUILDING ADDITION = 33,000 SQ.FT.
 PERCENTAGE OF LAND COVERED BY BUILDINGS = 39.9%
 BUILDING HEIGHTS = ±15 FEET
 NUMBER OF STORIES = 1
 PARKING SPACES = 6
 SQUARE FOOTAGE OF PARKING AREAS = 712 SQ.FT.
 PERCENTAGE OF LAND COVERED BY PARKING = 0.5%
 SQUARE FOOTAGE OF ALL LANDSCAPE AREAS = 9680 SQ.FT.
 PERCENTAGE OF SITE COVERED BY LANDSCAPING = 7.5%

NOTES:

- 1.) EXISTING SITE LIGHTING TO REMAIN. ALL EXTERIOR LIGHTING TO BE BUILDING OR POLE MOUNTED.
- 2.) ALL NEW PLANT MATERIALS TO BE IRRIGATED ACCORDING TO THE PLANTS WATER NEEDS.
- 3.) ALL PROPOSED PLANT MATERIAL SHALL MEET OR EXCEED THE AMERICAN STANDARD FOR NURSERY STOCK AND COMPLY WITH SECTION 12.20 OF THE CITY OF DOUGLAS MUNICIPAL CODE.
- 4.) ALL NECESSARY DRAINAGE AND UTILITY EASEMENTS SERVING THIS DEVELOPMENT HAVE BEEN PROVIDED.

ZONING

CURRENT ZONING = INDUSTRIAL
 PROPOSED ZONING = INDUSTRIAL

REVISED: 7/13/2021
 21228 SITE PLAN TOPO.DWG

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