



Douglas Planning and Zoning Commission

June 21, 2021

City of Douglas-Council Chambers

101 North 4th Street

Douglas, Wyoming 82633

Call To Order

Chairman Hancock 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
Robin Velasquez
Becky Renstrom

Members Absent: Carol Johnston

City Staff Present: Clara Chaffin, Community Development Director
Heidi McCullough, Planning Technician
Gary Schwarz, IT Director

Agenda

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

Minutes

Chairman Hancock introduced the minutes of the May 17, 2021, meeting. Commissioner Palmer made a motion to accept the minutes. Commissioner Velasquez seconded. The motion carried 4-0.

Planning & Zoning Matters

A. CUP 05-21: Application by Scott and Jacey Bauman for a Conditional Use Permit to operate a Short-Term Rental at 313 Center Street (Original Town of Douglas Subdivision, Block 16, Lot 7) in a CB-1 Downtown Business Zone.

Chairman Hancock opened the public hearing at 5:31. Director Chaffin reviewed the location, zoning data, surrounding land uses, and compliance with the Douglas Master Plan. Proposed project details were provided. Staff recommendation was for approval. Scott Bauman as owner and applicant was available for questions. Questions were presented from staff and Commissioner Palmer regarding the fire rating of the barrier between the first and second floor of the building. Mr. Bauman was unsure but will meet with inspectors to determine rating. Chairman Hancock closed the public hearing at 5:35 and called for a motion. Commissioner Renstrom moved to recommend approval to the City Council with staff recommendations and the condition that the property be inspected by City staff to ensure a two-hour fire rated barrier between the first and second floors, prior to issuance of the Conditional Use permit. Commissioner Velasquez seconded the motion. With no further discussion, the motion passed 4-0.

Staff Report - City Council Action on Forwarded Items

A. CUP 04-21: Application by Sean and Shea Lehnen to have a Short Term Rental at 414 North 3rd Street, Original town of Douglas, Block 32, Park of Lot 4: Lot 5

At the Chairman's request, Director Chaffin reported that the item from the May 24, 2021 meeting had been approved by the City Council as recommended by the Commission.

Adjournment

There being no other business, Chairman Hancock called for a motion to adjourn the meeting. A motion to adjourn was made by Commissioner Velazquez and seconded by Commissioner Renstrom. With a unanimous vote of 4-0, Chairman Hancock adjourned the meeting at 5:41.

Chairman, Planning and Zoning Commission

Planning Commission, Secretary