



Douglas Planning and Zoning Commission

July 17, 2023

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
Becky Renstrom
Robin Velasquez
Scott Bauman
Dave Patterson

Members Absent: none

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

Agenda

Chairman Hancock introduced the agenda. Commissioner Renstrom moved to accept the agenda. Commissioner Patterson seconded the motion, and the motion was carried unanimously.

Minutes

Chairman Hancock introduced the minutes of the June 19, 2023, meeting. Commissioner Velasquez made a motion to accept the minutes. Commissioner Renstrom seconded. The motion carried unanimously.

Planning & Zoning Matters

- A. CUP 04-23: Application by Marissa Beard for a Conditional Use Permit for a Preschool in an R-1 Neighborhood Residential Zone at 302 S. 5th Street, Original Town of Douglas, Block 26, Lots 1 & 2.**

Chairman Hancock opened the public hearing at 5:32 p.m. Director Chaffin reviewed the location, zoning data, surrounding land uses, and compliance with the Douglas Master Plan.

Staff recommendation was for approval. The applicant was on hand to answer questions, there were not public comments. Chairman Hancock closed the public hearing at 5:35pm. Commissioner Renstrom moved to recommend approval with staff recommendations, Commissioner Velazquez seconded the motion, the commission had no questions or comments. Chairman Hancock called for the vote; the motion passed unanimously.

B. CUP 05-23: Application by Douglas Christian Academy for a Conditional Use Permit for a Private School in an R-1 Neighborhood Residential Zone at 1424 Griffith Way, Pt of Boardman-Roark Addition.

Chairman Hancock opened the public hearing at 5:36 p.m. Director Chaffin reviewed the location, zoning data, surrounding land uses, and compliance with the Douglas Master Plan. Staff recommendation was for approval. The Tom Strock was on hand to answer questions, and verified that all the State licensing and State requirements had been met. There were no public comments. Commissioner Bauman moved to recommend approval with staff recommendations, Commissioner Patterson seconded the motion, The commission had no questions or comments. Chairman Hancock called for the vote; the motion passed unanimously.

Code Considerations

Director Chaffin discussed updates to the code being considered including and Ordinance removing the waiver of building permit fees for State and County entities; an Ordinance establishing an historic residential district, and an Ordinance specifying curb colors and their meaning.

Adjournment

There being no other business, Chairman Hancock called for a motion to adjourn the meeting. A motion to adjourn was made by Commissioner Renstrom and seconded by Commissioner Velasquez. With a unanimous vote Chairman Hancock adjourned the meeting at 5:55 p.m.

Chairman, Planning & Zoning Commission

Secretary, Planning & Zoning Commission