



Douglas Planning and Zoning Commission

October 18, 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
Becky Renstrom
Robin Valsquez

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 Palmer moved to accept the agenda. Commissioner Renstrom seconded the motion, and the motion carried 4-0.

Minutes

Chairman Hancock introduced the minutes of the September 20, 2021, meeting. Commissioner Renstrom made a motion to accept the minutes. Commissioner Palmer seconded. The motion carried 4-0.

Planning & Zoning Matters

- A. CUP 007-21: Application by First United Methodist Church for a Conditional Use Permit to install an Electronic Message Display sign at 136 S. 5th Street (Original Town of Douglas, Block 17, Lots 5-7 Inclusive) in a CB-1 Downtown Business Zone.**

Chairman Hancock opened the public hearing at 5:32. Director Chaffin reviewed the location, zoning data, surrounding land uses, and compliance with the Douglas Master Plan. Staff recommendation was for approval. The owner and was not available for questions; there were no public comments. Chairman Hancock closed the public hearing at 5:35 and called for a motion. Commissioner Renstrom moved to recommend approval to the City Council. Commissioner Palmer seconded the motion. The motion passed 4-0.

B. ZON 004-21: Application by James and Doris Menter to rezone the property at 337 1st Street West (Original Town of Douglas, Part of Outlot C) from I Industrial Zone to R-2 Medium Density Residential Zone.

Chairman Hancock opened the public hearing at 5:36. Director Chaffin reviewed the location, zoning data, surrounding land uses, and compliance with the Douglas Master Plan. Staff recommendation was for approval. James Menter as owner was available for questions. Mr. Menter stated that due to the property being zoned Industrial, and a single-family residence not being allowed in that zone, he would be unable to sell the property. Chairman Hancock closed the public hearing at 5:40 and called for a motion. Commissioner Palmer moved to recommend approval to the City Council. Commissioner Renstrom seconded the motion. There was no discussion, the motion passed 4-0.

Staff Report - City Council Action on Forwarded Items

A. SUB 005-21: Application by City of Douglas to replat the properties at Meadow Acres Subdivision #3, Block 7: Lot 14 and Douglas Business Park, Tract B into Pathway Subdivision.

At the Chairman's request, Director Chaffin reported that the item from the September 20, 2021 meeting had been approved by the City Council as recommended by the Commission.

B. CUP 006-21: Application by Trinity Baptist Church to run a Day Care facility at 1424 Griffith Way (Part of Boardman-Roarke Subdivision).

At the Chairman's request, Director Chaffin reported that the item from the September 20, 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 Renstrom and seconded by Commissioner Velasquez. With a unanimous vote of 4-0, Chairman Hancock adjourned the meeting at 5:43.

Chairman, Planning and Zoning Commission

Planning Commission, Secretary