



## **Douglas Planning and Zoning Commission**

May 15, 2023

City of Douglas – Council Chambers

101 North 4<sup>th</sup> 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

**Members Absent:** Dave Patterson

**City Staff Present:** Heidi McCullough, Planning Technician

### **Agenda**

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

### **Minutes**

Chairman Hancock introduced the minutes of the March 20, 2023, meeting. Commissioner Velasquez made a motion to accept the minutes. Commissioner Bauman seconded. The motion carried unanimously.

### **Planning & Zoning Matters**

- A. CUP 03-23: Application by Helping Hands for a Conditional Use Permit for an additional accessory storage building and site improvements in a GRN Greenspace Zone at 801 S. 8th Street, a portion of the NW1/4 NE1/4 SE1/4, S9, T32N R71W.**

Chairman Hancock opened the public hearing at 5:31 p.m. Planning Technician McCullough reviewed the location, zoning data, surrounding land uses, and compliance with the Douglas

Master Plan. Staff recommendation was for approval. Dick Taylor was present to represent the applicant. He discussed the need of Helping Hands for more storage and better sidewalks. There were no public comments. Chairman Hancock closed the public hearing at 5:37 p.m. and called for a motion. Commissioner Renstrom moved to recommend approval to the City Council, Commissioner Velasquez seconded the motion. Chairman Hancock called for the vote; the motion passed unanimously.

### **Code Considerations**

Planning Technician McCullough discussed updates to the code being considered regarding no longer waiving fees for some agencies regarding building permits and the creation of a new zone for Civic and Public uses such as schools, churches and government buildings.

### **Staff Report – City Council Action on Forwarded Items**

#### **A. CUP 02-23: Application by Jessica Renz for a Conditional Use Permit to operate a Preschool in an R-1 Residential Zone at 302 S. 5th Street, Original Town of Douglas, Block 26, Lots 1&2**

At the Chairman’s request, Planning Technician McCullough reported that the item from the March 20, 2023 meeting had been approved by City Council as recommended by the Commission. The applicant has since completed all requirements for the State and has been approved for a child care license and is in operation.

### **Other Business**

### **Adjournment**

There being no other business, Chairman Hancock called for a motion to adjourn the meeting. A motion to adjourn was made by Commissioner Velasquez and seconded by Commissioner Renstrom. With a unanimous vote Chairman Hancock adjourned the meeting at 5:42 p.m.

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**Chairman, Planning & Zoning Commission**

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**Secretary, Planning & Zoning Commission**