

CITY OF DOUGLAS WYOMING

HOME OF THE JACKALOPE.

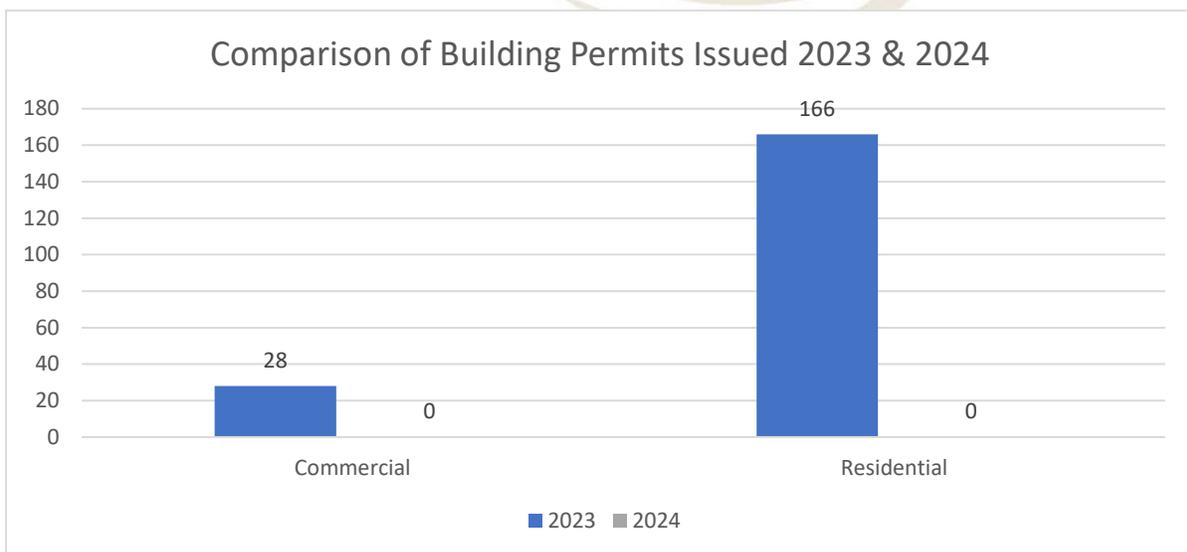
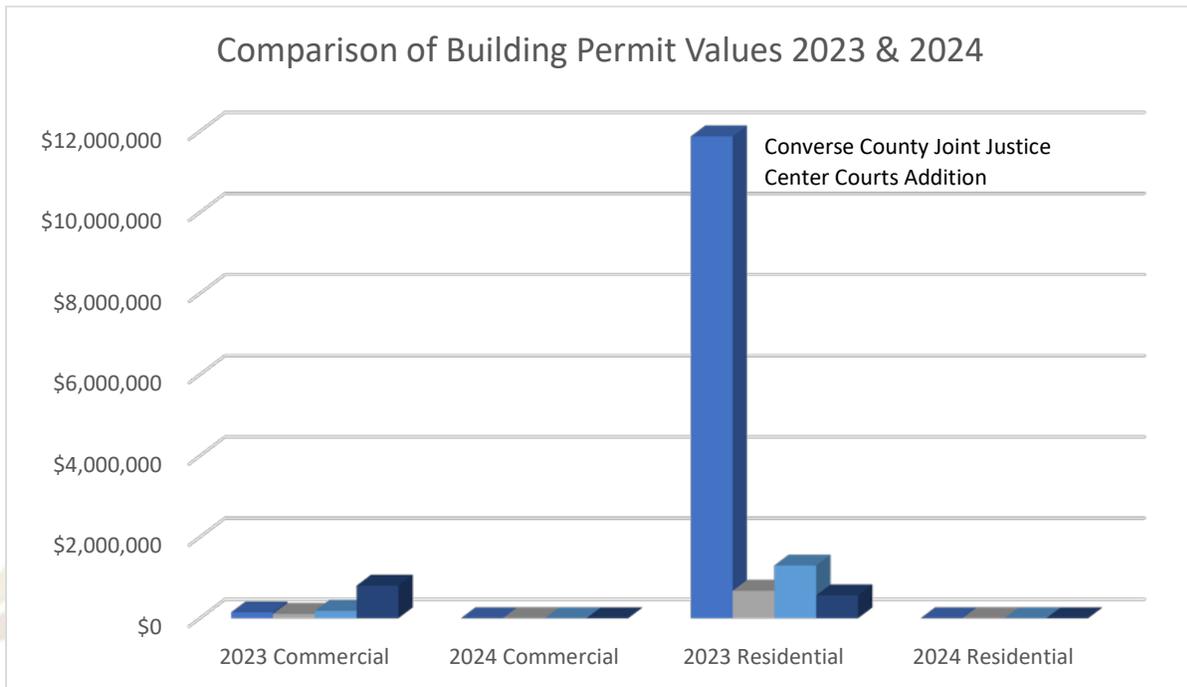
Community Development Department Report

April 2024 (Numbers for March)

Building Permit Count: 34 Total (29 Residential, 5 Commercial)

Building Permit Value (Monthly Totals): \$652,477.26

Permit Values



101 N. 4TH ST. | P.O. BOX 1030 | DOUGLAS, WY 82633

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Strategic Doing:

Champion	KPI		Update
Clara	FUN-01	Encourage beautification of properties, develop awards incentive, and celebrate 6 residential properties and 6 commercial properties.	Working with Code Compliance and Ayres Associates to develop. Looping in ACBT.
Clara	FUN-02	Develop Property Quality Index and establish baseline.	Working with Ayres Associates to develop (Douglas Blueprint). CCO documenting properties.
Clara	FUN-03	Develop baseline measurement of housing units rated average or better on Physical Condition Index.	Working with Ayres Associates to develop (Douglas Blueprint). Will be using data from Rural Growth Strategies. CCO documenting properties.
Clara	FUN-04	Develop baseline measurement of homes available at or below the Douglas average household income.	Working with Ayres Associates to develop (Douglas Blueprint). Will be using data from Rural Growth Strategies.
Clara	FUN-10B	Community Facility Phase 3: Develop formal design for the community facility.	Dependent on FUN-9A.
Clara	PSE-12	Have one lot in Meadow Acres #4 under development by the end of FY24.	Developer talking with companies and contractors to start construction on two of the lots. Also looking for buyers.
Clara	PSE-13	Record Replat of Meadow Acres #2 subdivision based on future development of area.	On hold until Community Facility location determined.
Clara	UPI-05	Identify appropriate, visible location for "Jack" statue.	Working with WYDOT for a landscape permit to place statues. CCT to submit gift application to City.
Heidi	UPI-06	Add one interactive feature at Jackalope Square.	Working on a "Master Plan" for Jackalope Square. Recommended project that is interactive and could be completed in FY24 to ACBT for input.

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Heidi	UPI-09	Develop 4 or more cultural programming - events or activities that reflect Douglas' identity.	Finalizing details for Railroad days graffiti art during Jackalope Days, working with Teya on Adult book fair.
Clara	UPI-10	Promote attendance for at least 10 major public events not related to State Fair.	60% complete. Need to promote four more events.
Clara	EIN-01	Implement interactive engagement program by which citizens can be informed and communicate with the City.	Using Facebook, Instagram, City Website, and Electronic Signs. Working on a 311 app.
Clara	EIN-02	Install electronic message displays and coordinate messaging with at least 5 businesses.	Completed. Set up celebration.

Inspections: 31 Total

Contractor Licenses: 3

Code Compliances Cases: 8 Total (Citations Issued: 0, Court Cases: 0)

Planning Cases: (Developments, Subdivisions, County Subdivision, Zoning, CUP's, TUP's, Downtown Historic District Review Panel):

- None.

Ordinances:

- Writing in progress.

Currently Processing:

- Conditional Use Permit Renewals.
- First Northern Bank Building Plans. (completed plan review in March)
- Maverik Fuel Station and Convenience Store Building Plans.
- Minor Plat amendment for Senior Center Property.
- Minor Plat Amendment for North 5th Street Property.
- Annexation for Riverbend RV Park.
- Annexation for Landfill Road.
- Reviewing Building Plans for locker room remodel at rec center.
- Reviewing Building Plans for dairy building at the Wyoming State Fair. (completed plan review in March)
- Minor Plat Amendment for Maverik Fuel Station. (waiting for building plans)
- Review Building Plans for New Single-Family Residences.
- Review Building Plans for Fire Training Facility.

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- Review Building Plans for Guadalajara.

Construction in Progress:

- Single-Family Residences: There are currently 4 SFR's under construction (two on Pronghorn Court and a duplex on Wind River).
- CCJJC Phase 2 (TCO).
- LaParele Apartment Renovations (violations including dumpster enclosure and snow removal).

Grants:

- WYDOT TAP Grant – Design: 98% complete. Waiting on WYDOT approval.
- WYDOT TAP Grant – Construction: Contract documents finalized. Waiting on WYDOT approval.
- SS4A: Waiting on USDOT for contract documents.
- EPA Brownfield Assessment: Close-out documents submitted. Developing final presentation.

Other Projects:

- Comprehensive Plan: Douglas Blueprint compiling community engagement from the week of February 26. Ayres will be returning April 23-24.
- Downtown Vitalization: Working with Ayres Associates to develop scope and work community engagement in including 112 N. 2nd Street. Obtained feedback from the community and stakeholders the week of February 26.
- Community Facility: Working with PlanOne on design. RFQ published for architectural services.
- City Hall Façade: Working with PlanOne on design.
- Wyoming Planning Association (WYOPASS): Continues to submit comments to the Regulatory Reduction Task Force regarding the three bills related to Accessory Dwelling Units, Property Development Exactions, and Building Permit Notice Requirements. New bill regarding contractor license testing requirements. Working on Western Planner multi-state conference to be held in Cheyenne in August.
- Hazard Mitigation Plan: Currently working on Tasks 9-12.
- Retail Coach: Working with Retail Coach and providing data; gave tour of community; setting up strategic partnerships and connections.
- Streamlining: Signed contract with Centricity (CityWorks) to begin software development.
- Public Relations: Attempting to post information to the City Facebook, Instagram, Website and Electronic Signs.

Historic Preservation Commission: The commission is working on planning for next year's projects, and how they can coordinate with KPI Champions to assist with meeting the City's goal for Strategic Doing. Planning has begun for May, which is Historic Preservation Month.

Arts & Culture Board of Trustees (ACBT): The Board is currently working on short and long-range action plans, determining the best location for "Jack" and "Harriet" statues, and appropriate aesthetic for Douglas. Ayres will be assisting with a "Brand Book". The Board has chosen a few projects to complete in FY24 and submitted a budget request for FY25.

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