



Douglas Planning and Zoning Commission

April 15, 2024

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 5:32 p.m. and led the assembly in the Pledge of Allegiance. In response to the Chairman’s request for roll call, the following were found present:

Members Present: Jay Hancock
Robin Velasquez
Dave Patterson
Scott Bauman

Members Absent: Becky Renstrom

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

Agenda

Chairman Hancock introduced the agenda. Commissioner Patterson moved to accept the agenda after removing item VI. “Election of Officers” as it was done at the January meeting. Commissioner Velasquez seconded the motion, and the motion was carried unanimously.

Minutes

Chairman Hancock introduced the minutes of the January 15, 2024, meeting. Commissioner Velasquez made a motion to accept the minutes. Commissioner Bauman seconded. The motion carried unanimously.

Planning & Zoning Matters

A. CCSUB 02-24: Application by Troy Casey for a Subdivision at 221 State Highway 59 in Converse County.

Chairman Hancock opened the public hearing at 5:33 p.m. Director Chaffin reviewed the location, zoning data, surrounding land uses, and compliance with the Douglas Master Plan. Staff recommendation was for approval. Applicant was not on hand, there were no public comments. Chairman Hancock closed the public hearing at 5:36pm. Commissioner Patterson moved to

recommend approval with staff recommendations, Commissioner Velasquez seconded the motion, there was no discussion and Chairman Hancock called for the vote; the motion passed unanimously.

Code Considerations

Director Chaffin stated that there were no code considerations.

Staff Report – City Council Action on Forwarded Items

A. CCSUB 01-24: Application by Acme Holding for at 120 State Highway 59 in Converse County.

Director Chaffin reported that the City Council had voted to approve the Subdivision and it was forwarded to the County Commissioners for final approval.

B. DEV 01-24: Application by Maverik, Inc for a Type B Development to build a gas station and convenience store in a B-2 General Business Zone at 1 Highway 93, Seven Trails Commerce Center, Parcel 4.

Director Chaffin reported that the City Council had voted to approve the development with staff recommendations. Staff are reviewing working with the applicant on plans and permitting. They have also been working with the applicant on a minor plat amendment to split the lot.

Douglas Blueprint

- A.** Kelly Schroeder with Ayres Associates gave a presentation based on the takeaways from the previous community engagement and stakeholder meetings held in March. She presented the proposed plan as it is being created. She then led the commission in an activity to get their input on some of the basic concepts of the plan.

Adjournment

There being no other business, Chairman Hancock called for a motion to adjourn the meeting. A motion to adjourn was made by Commissioner Bauman and seconded by Commissioner Patterson. With a unanimous vote Chairman Hancock adjourned the meeting at 6:45 p.m.

Chairman, Planning & Zoning Commission

Secretary, Planning & Zoning Commission