

CITY OF DOUGLAS WYOMING

HOME OF THE JACKALOPE.

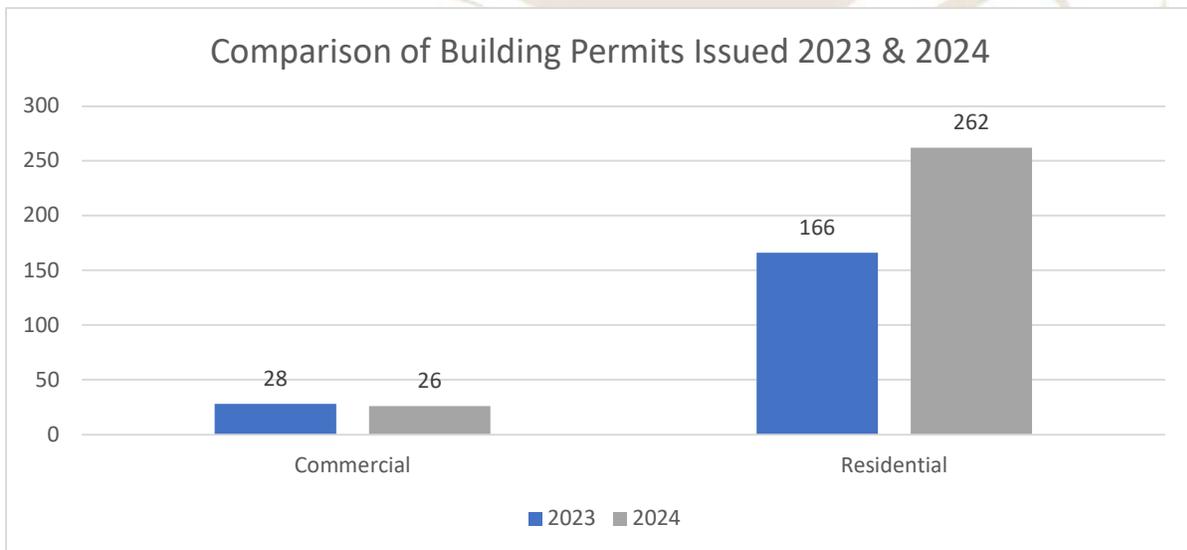
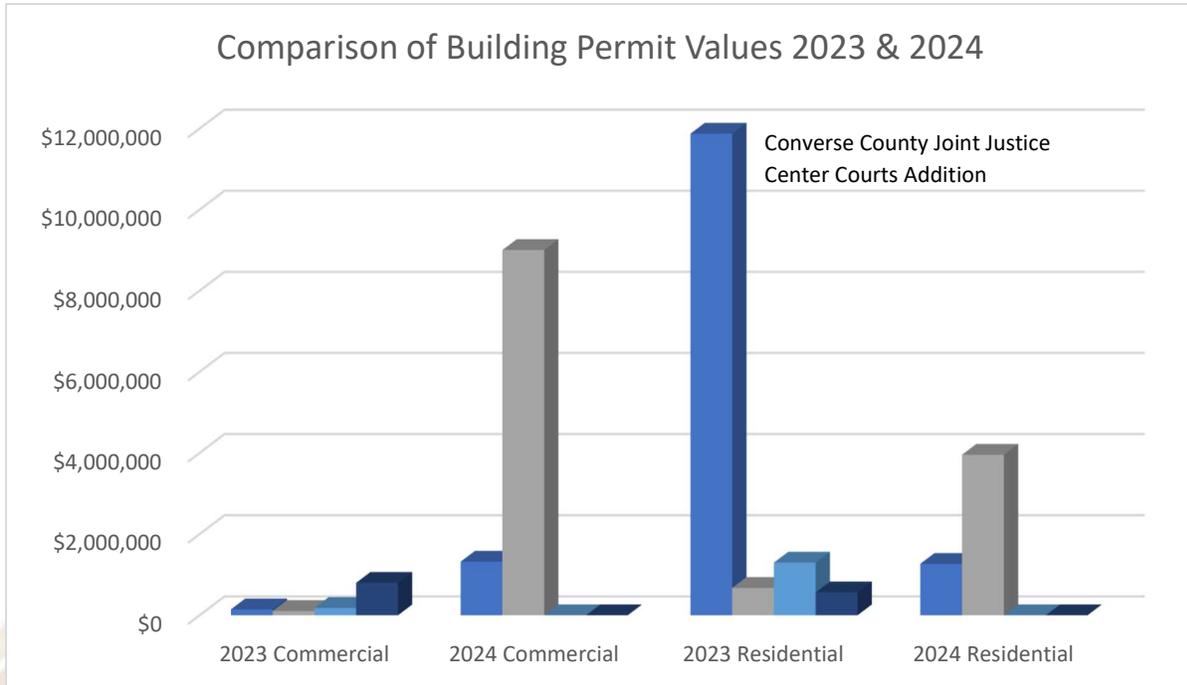
Community Development Department Report

August 2024 (Numbers for July)

Building Permit Count: 55 Total (51 Residential, 4 Commercial)

Building Permit Value (Monthly Totals): \$6,492,874.71

Permit Values



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Strategic Doing:

Champion	KPI		Update
Clara	FUN-15	CityWorks: Implement CityWorks and train all staff.	7/15: CityWorks is still in development.
Clara	FUN-16	GIS: Migrate to ArcGIS Pro and obtain necessary licenses and training for CDD & PW Staff.	7/15: Not started.
Heidi	FUN-17	DBP P2: Develop and map a database of all the properties in the Local Downtown Historic District.	7/15: Not started.
Heidi	FUN-18	DBP P3: Review & edit the Downtown Historic District Design Guideline consistent with/DBP & Downtown Masterplan.	7/15: CityWorks still in development. Tracking addresses in Excel.
Clara	FUN-19	DBP P3: Review and update ULDC consistent with the DBP and all other adopted/updated plans/documents.	7/15: CityWorks is still in development.
Clara	FUN-20	DBP P4: Develop conceptual drawings for Jackalope Square.	7/15: Training has started.
Clara	FUN-21	DBP P4: Develop conceptual drawings for Walnut Street Parking lot.	7/15: Not started.
Clara	FUN-22	DBP P4: Develop conceptual drawings for The 112.	7/15: Part of Douglas Blueprint.
Heidi	FUN-23	DBP Adoption: Adopt updated Downtown Master Plan & Downtown Historic District Design Guidelines.	7/15: Part of Douglas Blueprint.
Heidi	FUN-24	DBP Adoption: Adopt the Historic Preservation Plan.	7/15: Part of Douglas Blueprint.
Clara	FUN-26	DBP Adoption: Adopt the DBP.	7/15: Part of Douglas Blueprint.
Clara	PSE-01	Create the Gateway District by adopting the Gateway Master Plan.	7/15: Not started.
Clara	PSE-02	Rezone Gateway Property for development per the Gateway Master Plan.	7/15: Not started.

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Clara	EIN-03	City App: Implement interactive Engagement Program App.	7/15: Meeting with CivicPlus in July.
HPC	UPI-09	Provide "Talk of the Town" workbooks to Schools for 3rd grade students.	7/15: Workbooks have been ordered and are being printed by the Douglas Business Center.
HPC	UPI-10	Place QR codes on existing Downtown, the Pioneer and Park Cemeteries signage.	7/15: TBD.

Inspections: 103 Total

Contractor Licenses: 3

Code Compliances Cases: 34 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:

- Guadalajara: State Fire Marshall plan review.
- Maverik Fuel Station and Convenience Store Building Plans: waiting for plan review and contractors
- Minor Plat amendment for Senior Center Property.
- Annexation for Riverbend RV Park.
- Annexation for Landfill Road.
- Downtown Historic District Review of City Hall for Façade project.

Construction in Progress:

- Single-Family Residences.
- First Northern Bank.
- Fire Training Facility (2nd Street).
- Dairy building at the Wyoming State Fair.
- LaParele Apartment Renovations (violations including dumpster enclosure and snow removal).
- City of Douglas Annex Salt & Sand Building.
- Building Permits for 3 Cell Tower Overhauls.
- Locker Room Remodel at the Rec Center.
- Downtown Historic District Review of City Hall for Façade project complete, issued permit.

Grants:

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

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- WYDOT TAP Grant – Design: 98% complete. Responding to WYDOT comments. Responding to property/business owner questions/comments.
- WYDOT TAP Grant – Construction: Contract documents finalized. Responding to WYDOT comments.
- SS4A: Contract documents finalized. RFQ under review by grant manager.

Other Projects:

- Comprehensive Plan: Douglas Blueprint compiling community engagement and building draft document.
- Downtown Vitalization: Working with Ayres Associates to develop scope and work community engagement in including 112 N. 2nd Street.
- Community Facility: Working with Amundsen Associates.
- City Hall Façade: Mandatory pre-bid site visit rescheduled for July 2, bid opening July 9.
- 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. Working on Western Planner multi-state conference to be held in Cheyenne in August.
- Working with City Attorney on implications of new bill regarding contractor license testing requirements.
- Retail Coach: Working with Retail Coach and providing data; gave tour of community; setting up strategic partnerships and connections.
- Streamlining: CityWorks development is continuing.
- Public Relations: Attempting to post information to the City Facebook, Instagram, Website and Electronic Signs.
- FEMA CRS Annual Recertification finalized.
- FEMA CRS Cycle Verification Visit finalized: waiting on adoption of Ordinance 1044 and the 2024 Hazard Mitigation Plan for final classification results.

Historic Preservation Commission: The commission is partnering with the UW-Wyoming Extension WORTH project to get people out and moving in their communities. Commissioners will be leading a downtown walking tour on August 19th. They are also partnering with the Rec Center to do a program with the Rural school students.

Arts & Culture Board of Trustees (ACBT): The Board is currently working on an appropriate aesthetic for Douglas and Ayres will be assisting with a “Brand Book”. The first major project, a mural at Douglas Grocery, was “unveiled” at Jackalope Days. The Board is mapping out action items for the FY25 projects.