



Douglas Planning and Zoning Commission

January 20, 2020

City of Douglas-Council Chambers

101 North 4th Street

Douglas, Wyoming 82633

Call To Order

Vice 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
Robin Velasquez
Becky Renstrom

Members Absent: Carol Johnston

City Staff Present: Clara Chaffin, Community Development Director
Sherri Mullinnix, Planning Technician

Agenda

Vice Chairman Hancock introduced the agenda. Commissioner Velasquez moved to accept the agenda. Commissioner Palmer seconded the motion, and the motion carried 4-0.

Minutes

Vice Chairman Hancock introduced the minutes of the November 18, 2019, meeting. Commissioner Renstrom made a motion to accept the minutes. Commissioner Velasquez seconded. The motion carried 5-0.

Planning & Zoning Matters

CUP 01-20: Application by Quentin Toone for a Short-Term Rental in an R-1 Neighborhood Residential Zoning District at 740 S. 6th Avenue (Town of Douglas, Block 59, South ½ Lot 6)

Vice Chairman Hancock opened the public hearing at 5:32 by introducing the item and inviting Director Chaffin to speak to the application. Chaffin reviewed the location and surrounding property uses. The use would be confined to an accessory building built in 1951, which has functioned as a rental property for the majority of its history. The new owner wishes to make it available for short-term rental through Airbnb, which the Douglas Municipal Code allows with a conditional use permit and which is compatible with the Douglas Master Plan. Staff

recommended approval of the application with the acknowledgment that it is specific to the applicant, Quentin Toone, and is not transferable to another owner and/or agent or location; and that the dwelling is in compliance with City short-term rental requirements at all times.

There being no comment from the applicant or the public, Vice Chairman Hancock closed the public hearing at 5:36 and called for the vote. Commissioner Renstrom made a motion to recommend approval of the application to the City Council with staff conditions and Commissioner Palmer seconded. There being no discussion, Vice Chairman Hancock called for the vote, and the motion passed unanimously 4-0.

Staff Report - City Council Action on Forwarded Items

A. CCSUB 05-19: Application by Mark E. and Katherine L. Roberts for Roberts Subdivision, a Minor County Subdivision at 25 Powder River Road

B. CUP 06-19: Application by Jacobson Law Office for the Operation of a Professional Office at 204 N. 5th Street

Chaffin reported that both agenda items from the November 18, 2019, had been approved by the City Council as recommended by the Commission.

Other Business

Election of Chairperson and Vice Chairperson

Vice Chairman Hancock called for nominations for Chairperson. Commissioner Renstrom made a motion nominating Vice Chairman Hancock to that office, and Commissioner Velasquez seconded the motion. There being no discussion, Vice Chairman Hancock called for the vote, and the motion passed 3-0, with Vice Chairman Hancock abstaining.

Vice Chairman Hancock called for nominations for Vice Chairperson. Commissioner Velasquez made a motion nominating Commissioner Palmer to that office, and Commissioner Renstrom seconded the motion. There being no discussion, Vice Chairman Hancock called for the vote, and the motion passed 3-0, with Commissioner Palmer abstaining.

Adjournment

There being no other business, Vice 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 of 4-0, Vice Chairman Hancock adjourned the meeting at 5:42 P.M.

Chairman, Planning and Zoning Commission

Planning Commission, Secretary