

PLANNING AND ZONING COMMISSION MEETING
DOUGLAS CITY HALL, DOUGLAS, WYOMING
AUGUST 21, 2023

REGULAR MEETING – 5:30 P.M.

PLANNING AND ZONING COMMISSION MEETINGS ARE RECORDED AND BROADCAST LIVE ON CABLE CHANNEL 61.

THE PLANNING AND ZONING COMMISSION IS AN ADVISORY BODY TO THE CITY COUNCIL. ITEMS APPEARING ON THIS AGENDA WILL BE CONSIDERED BY THE CITY COUNCIL ON AUGUST 28, 2023. ALL APPLICANTS ARE STRONGLY ENCOURAGED TO ATTEND BOTH MEETINGS.

I. CALL TO ORDER

II. PLEDGE OF ALLEGIANCE

III. ROLL CALL

IV. APPROVAL OF THE AGENDA FOR AUGUST 21, 2023

V. APPROVAL OF THE MINUTES FOR JULY 17, 2023

VI. PLANNING AND ZONING MATTERS

- A.** CUP 06-23: Application by Michael Gillio to operate a Short-Term Rental in an R-2 Medium Residential Zone at 201 Monterey Way, Sandford Addition, Block 3, Lot 11.
- B.** CUP 07-23: Application by Douglas Seat Covers LLC for a Conditional Use Permit to install an Electronic Message Display sign in a B-2 General Business Zone at 830 E. Richards Street, Pleasantview Addition, Block 12, Lots 5-8 INC.
- C.** CUP 08-23: Application by the City of Douglas for a Conditional Use Permit to install two (2) Electronic Message Display signs in a CB-1 Central Business Zone at 101 N. 4th Street, Original Town of Douglas, Block 10, Lots 8-10 INC.
- D.** CUP 09-23: Application by Lightning Creek Enterprises LLC to operate a Short-Term Rental in an R-1 Neighborhood Zone at 320 S. 5th Street, Original Town of Douglas, Block 26, Lot 4.
- E.** SUB 01-23: Application by Twin Buttes Ministries for a Major Plat Amendment to replat Original Town of Douglas, Block 28, Lots 5,6,7,8,9,10 into Lots 15,16,17.
- F.** ZON 01-23: Application by Twin Buttes Ministries to Rezone Original Town of Douglas, Block 28, Lots 15 & 16 from R-3 Limited Mixed Residential Zone to R-1 Neighborhood Residential Zone.

VII. TABLED ITEMS

- A.** No action

VIII. CODE CONSIDERATIONS

IX. STAFF REPORT – CITY COUNCIL ACTION ON FORWARDED ITEMS

- A.** CUP 04-23: Application by Marissa Beard to operate a Preschool in an R-1 Neighborhood Residential Zone at 302 S. 5th Street, Original Town of Douglas, Block 26, Lots 1 & 2.
- B.** CUP 05-23: Application by Douglas Christian Academy for a Conditional Use Permit to operate a private school an R-1 Neighborhood Residential Zone at 1424 Griffith Way, Part of Boardman-Rourke Addition.

ADJOURNMENT

**DOUGLAS PLANNING AND ZONING COMMISSION
STAFF REPORT
AUGUST 21, 2023**

**201 MONTEREY WAY
SHORT-TERM RENTAL – CONDITIONAL USE PERMIT**

CASE NUMBER: CUP 06-23

PREPARED BY: Heidi McCullough, Planning Technician

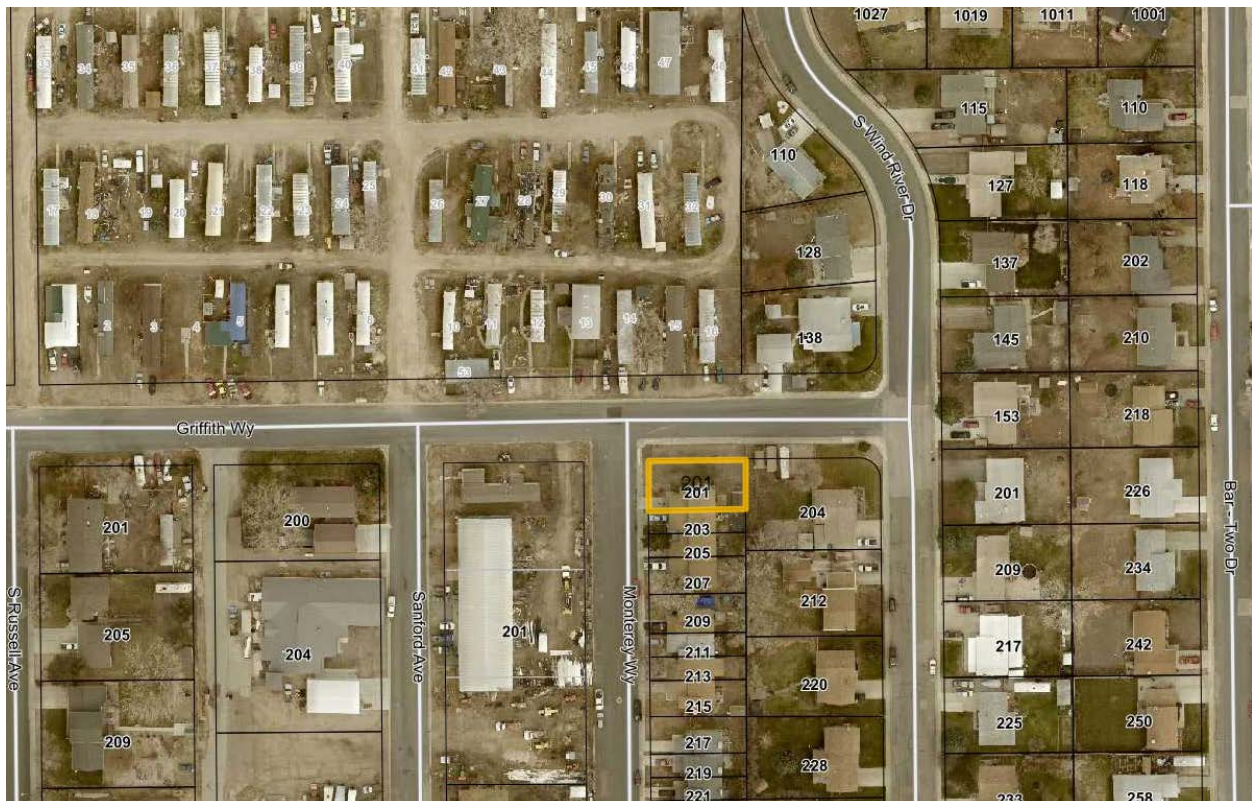
MEETING DATES: August 21, 2023 – Planning and Zoning Commission
August 28, 2023 – City Council

REQUEST: Conditional Use Permit, R-2 Residential Zone

PURPOSE: To operate a Short-Term Rental (Airbnb).

RECOMMENDATION: The Community Development Department recommends approval of the conditional use permit to allow the short-term rental of the dwelling at 201 Monterey Way in an R-2 Medium Density Residential Zone with staff recommendations.

VICINITY MAP:



OWNER: Michael Gillio
201 Monterey Way
Douglas, WY 82633

LOCATION:

- (1) Legal Description: Sanford Addition, Lot 11: Block 3
- (2) General Location: The subject property is located on the southeast corner of the intersection of Griffith Way and Monterey Way.
- (3) Address: 201 Monterey Way

LOT SIZE: 4,193 SF

ZONING: R-2 Medium Density Residential



ZONING DATA: The property is currently zoned R-2, Medium Density Residential Zoning District. This district “intended to provide for the development of single-family and duplex or townhouse dwellings.” According to the Douglas Municipal Code, short-term rentals are permitted as a Conditional Use in an R-2 zone.

Council approval of a conditional use permit for this type of use is a requirement of the Unified Land Development Code, due to its possible impact on neighboring properties.

EXISTING LAND USE: Single Family Residential

PROPOSED USE: Residential with short-term rental component

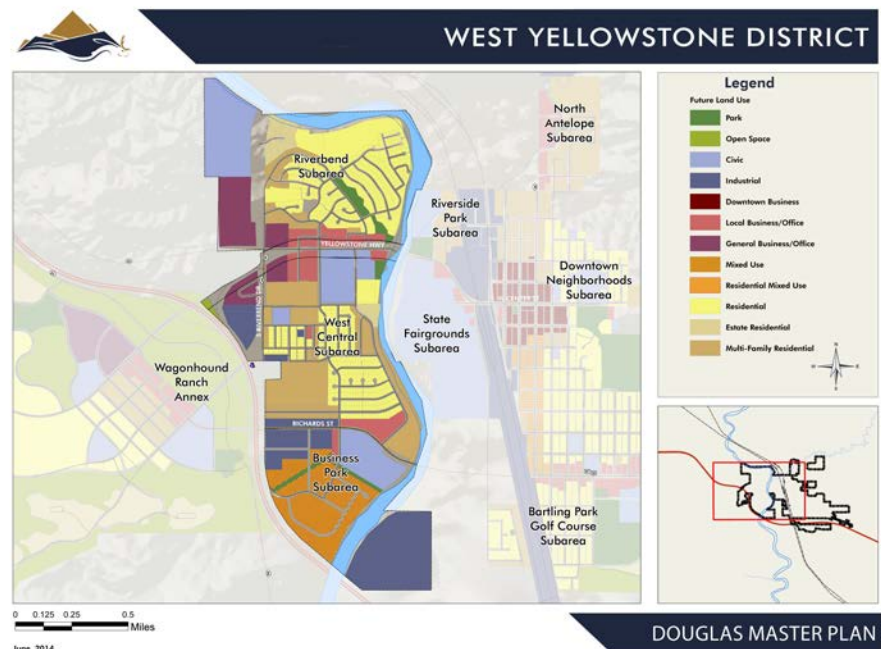
SURROUNDING LAND USE:		ZONING	ANNEXATION STATUS
North:	Mobile Home Park	MH-1	City
South:	Residential	R-2	City
East:	Residential	R-1	City
West:	Landscaping Business	R-1	City

DESCRIPTION OF SITE: The subject property is an end unit of four connected residences.

HISTORY: This area was annexed to the City as part of the Sanford Addition in 1971. The main structure was originally built in 1980 as one of four townhouses and has remained so throughout its history. The applicant is planning to rent the entire townhouse as a short-term rental year-round.

2014 MASTER PLAN: The property is designated as part of the West Central subarea of the West Yellowstone District.

“The desired future condition should build around the presence of the school and the multi-family development on the north, near Yellowstone Highway. Areas in the center should continue to evolve to higher quality neighborhood development. Overtime, the southern neighborhood areas may transition from mobile homes to single or multi-family housing neighborhoods.”



The request conforms to the Douglas Master Plan.

FY2023 STRATEGIC DOING: Short-term rentals are not referenced in the FY2023 Strategic Doing as Key Performance Indicator (KPI).

STAFF RECOMMENDATION: The Community Development Department recommends approval of the conditional use permit to allow the short-term rental of the dwelling at 201 Monterey Way in an R-2 Residential Zone with the following staff recommendations:

1. The conditional use permit to provide short-term rental the residence is specific to Michael Gillio. If this property owner and/or agent, in the future, ceases operation or moves the facility to another location, the Conditional Use Permit shall be null and void for the subject property.
2. The use shall be in compliance with City requirements for short-term rentals at all times.

**PLANNING & ZONING COMMISSION
STAFF REPORT
AUGUST 21, 2023**

**830 EAST RICHARDS STREET
ELECTRONIC MESSAGE DISPLAY SIGN – CONDITIONAL USE PERMIT**

CASE NUMBER: CUP 007-23

PREPARED BY: Heidi McCullough, Planning Technician

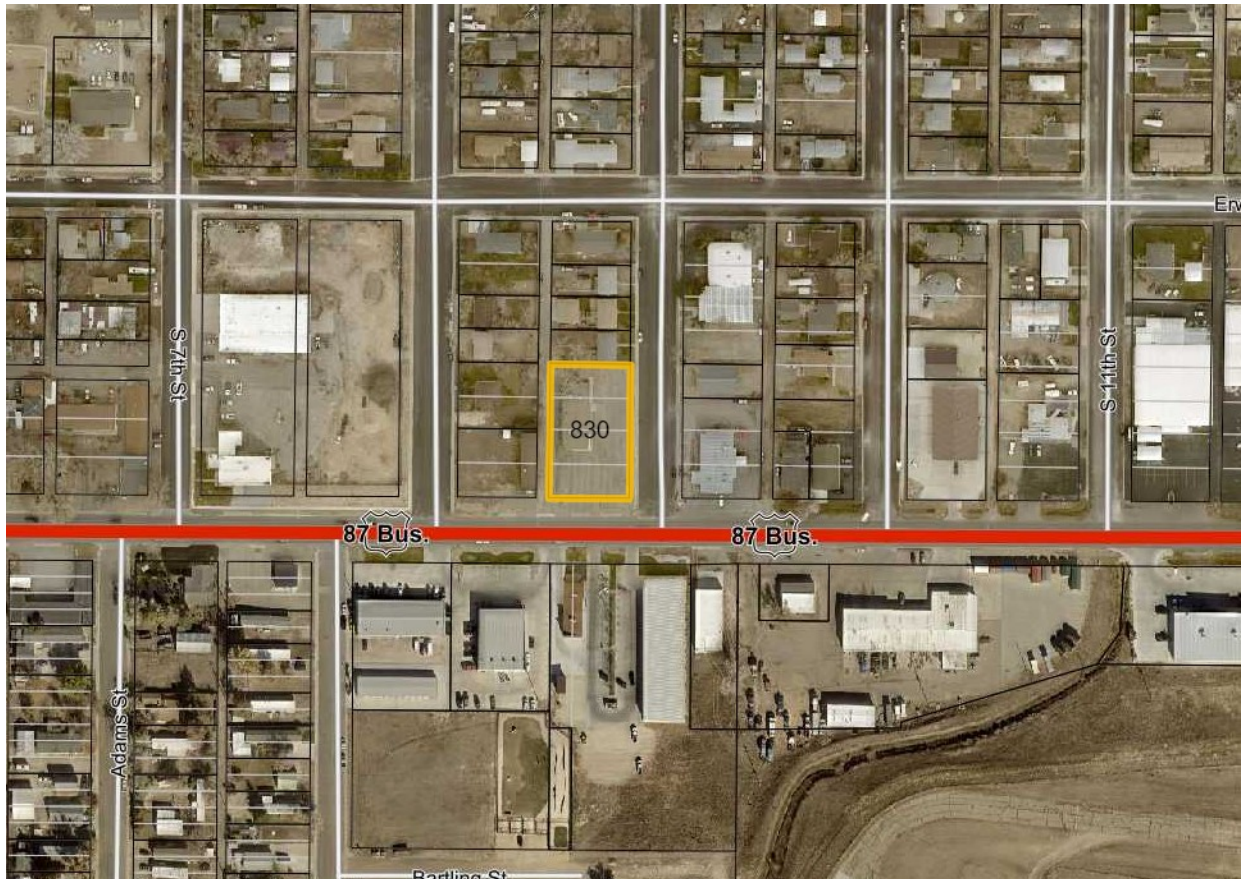
MEETING DATES: August 21, 2023 – Planning Commission
August 28, 2023 – City Council

REQUEST: Conditional Use Permit, B-2 General Business Zone

PURPOSE: To install an electronic message display sign.

RECOMMENDATION: The Community Development Department recommends approval of this conditional use permit to allow for the installation of an electronic message board sign in a B-2 General Business zone at 830 East Richards Street with staff recommendations.

VICINITY MAP:



OWNER: James E. Menter
P.O. Box 1051
Douglas, WY 82633

APPLICANT: Douglas Seat Covers
830 E. Richards Street Ste 2
Douglas, WY 82633

LOCATION:

- (1) Legal Description: Pleasantview Addition, Block 12, Lots 5-8
- (2) General Location: The proposed site is located on the northwest corner of the intersection of Richards Street and South 9th Street.
- (3) Address: 830 East Richards Street, Douglas, WY

SIZE: 0.58 Acres

ZONING: B-2 General Business



ZONING DATA: The property is currently zoned B-2 General Business Zoning District. This district is *“intended to provide for commercial uses that create a use intensity transition between residential neighborhoods and light industrial uses.”*

Council approval of a conditional use permit for this type of sign is a requirement of the Unified Land Development Code, due to its possible impact on neighboring properties or as a distraction to vehicle traffic.

EXISTING LAND USE: Commercial

PROPOSED USE: Same

SURROUNDING LAND USE:	ZONING	ANNEXATION STATUS
North: Residential	R-1	City
South: Commercial Retail	B-2	City
East: Bar	B-2	City
West: Vacant Office Space	B-2	City

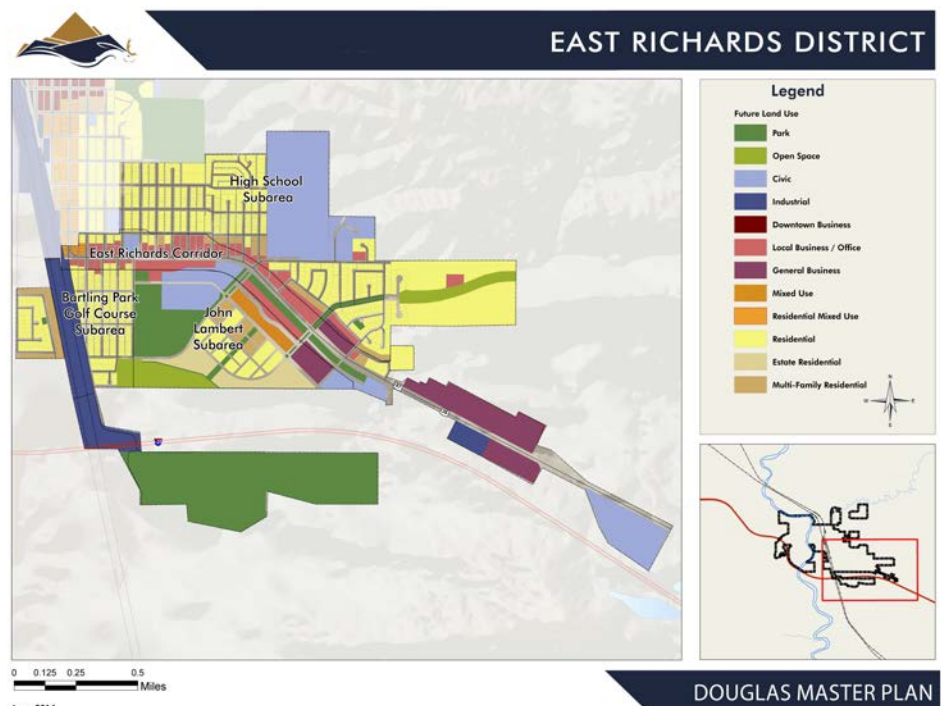
DESCRIPTION OF SITE: The property is leased to several different businesses; however, only one of the businesses will be using the proposed signage.

2014 MASTER PLAN:

The property is designated as part of East Richards Corridor Subarea of the East Richards District.

Per the Master Plan, this area *“serves as the southern entryway to the Douglas. The area includes an eclectic mix of highway commercial, residential neighborhoods, civic uses, parks and large areas of vacant lands.”*

The proposed use of this property conforms to the future land use designation.



FY2023 STRATEGIC DOING: Electronic message signs, outside of City use, are not referenced in the FY2023 Strategic Doing as Key Performance Indicator (KPI).

STAFF ANALYSIS: The existing pole sign would be used to incorporate the new Electronic Message Display sign. The proposed message board must meet the conditions attached to signs of this type as defined by the Unified Land Development Code and enumerated in the staff recommendation, per written confirmation from the sign contractor.

There are several mitigating issues in the Douglas Municipal Code to consider in reviewing this application.

1. Total signage in a B-2 General Business Zone is limited to a maximum area of four hundred (400) square feet, unless otherwise allowed by the City Council. The proposed sign is approximately twenty-one (21) square feet.
2. Electronic Message displays are required to meet all of the conditions enumerated in the staff recommendation.

The proposed location of the message sign is on the southeast corner of the property on an existing nonconforming pole sign, providing good visibility to area pedestrian and vehicle traffic on East Richards.

The sign is not within the zone setbacks (10 feet from the property line); however, it is considered legally nonconforming as it predates the changes to the Municipal Code. The modification does not meet the definition of a “Substantial Alteration” and therefore can be approved.



STAFF RECOMMENDATION: The Community Development Department recommends approval of the request for a conditional use permit to allow the installation of an electronic message board sign at the subject property with the following conditions:

1. The sign may not exceed the proposed 21 square feet for the electronic message display.
2. Each message on an electronic message display shall be displayed for at least four (4) to eight (8) seconds.
3. The transition between messages display shall be instantaneous. Transitional effects shall be limited to instant (slideshow), fade, dissolve, circle out, diamond out, jaws, zoom, wipe left, wipe right, scroll, and travel.
4. The electronic message display shall be equipped with technology that automatically dims the electronic message displays according to ambient light conditions to a luminance or nighttime brightness level of up to five hundred (500) NIT, which will result in a reduction of display brightness between five (5) percent and twenty-five (25) percent, depending on the resolution of the sign. Documentation shall be provided from the sign manufacturer which verifies compliance with auto dimming and brightness requirements.
5. The electronic message display shall be equipped with the ability to be shut off within twenty-four (24) hours of malfunctioning. Signs under repair shall be shut off.

**PLANNING & ZONING COMMISSION
STAFF REPORT
AUGUST 21, 2023**

**101 N 4TH STREET
ELECTRONIC MESSAGE BOARD SIGN – CONDITIONAL USE PERMIT**

CASE NUMBER: CUP 08-23

PREPARED BY: Heidi McCullough, Planning Technician

MEETING DATES: August 21, 2023 – Planning Commission
August 28, 2023 – City Council

REQUEST: Conditional Use Permit, CB-1 Downtown Business Zone

PURPOSE: To install two (2) electronic message board signs.

RECOMMENDATION: The Community Development Department recommends approval of this conditional use permit to allow for the installation of two (2) electronic message display signs in an CB-1 Downtown Business zone at 101 N 4th Street with staff recommendations.

VICINITY MAP:



OWNER: City of Douglas
P.O. Box 1030
Douglas, WY 82633

LOCATION:

- (1) Legal Description: Original Town of Douglas, Block 10, Lots 8-11 Inclusive
- (2) General Location: The proposed site is located on the northeast corner of the intersection of North 4th Street and Center Street.
- (3) Address: 101 N. 4th Street

SIZE: 0.77 Acres

ZONING: CB-1 Downtown Business



ZONING DATA: The property is currently zoned CB-1 Downtown Business Zoning District. This district is *“intended to provide a central area for business, government services, and community and cultural activities. This district is included in the downtown area designation due to its historic architecture and character.”*

Council approval of a conditional use permit for this type of sign is a requirement of the Unified Land Development Code, due to its possible impact on neighboring properties or as a distraction to vehicle traffic.

EXISTING LAND USE: Government offices

PROPOSED USE: Same

SURROUNDING LAND USE:

North: Office Space
South: Church
East: Office Space
West: Commercial

ZONING

CB-1
CB-1
CB-1
CB-1

ANNEXATION STATUS

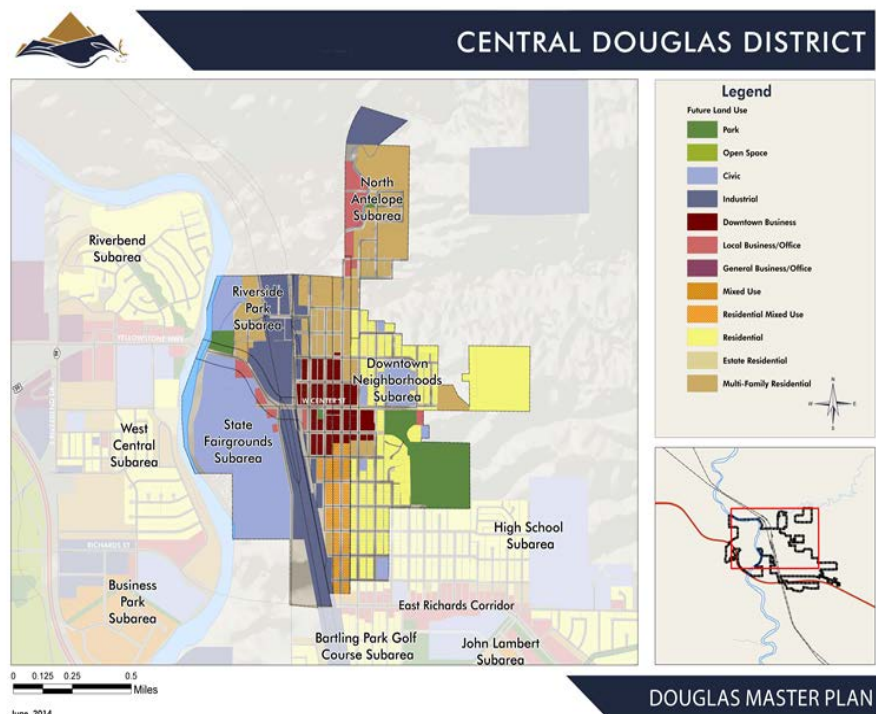
City
City
City
City

DESCRIPTION OF SITE: The site is highly visible located on the primary central intersection of the community.

2014 MASTER PLAN:

The property is designated as part of Downtown Core Subarea of the Central Douglas District.

Per the Master Plan
“Downtown should be accessible and pedestrian-friendly, a welcoming place for both residents and visitors, and the central hub for shopping, dining, lodging, entertainment, gathering, and socializing...Public investment and land use decisions should be consistent with the long-term economic health of the Downtown”



The proposed use of this property conforms to the future land use designation.

FY2023 STRATEGIC DOING

Outcome: Engaged & Informed Neighbors (EIN)

Strategy: Strategy #2: Increase volume and diversity of high-quality information shared with community.

KPI: EIN-02 Install electronic message displays and coordinate messaging with businesses.

STAFF ANALYSIS: The existing non-functioning digital signs would be eliminated from the current location and replaced by new signs that operated as an electronic message board. The proposed message boards meet the conditions attached to signs of this type as defined by the Unified Land Development Code and enumerated in the staff recommendation, per written confirmation from the sign contractor.

There are several mitigating issues in the Douglas Municipal Code to consider in reviewing this application.

1. Signage in an CB-1 Downtown Business Zone is limited to a maximum area of two hundred (200) square feet, unless otherwise allowed by the City Council. The proposed signs are approximately eighty-one (81) square feet.
2. Electronic Message displays are required to meet all of the conditions enumerated in the staff recommendation.

Signage in the Local Downtown Historic District is required to obtain approval from the Douglas Downtown Historic District Review Panel. On July 10, 2023, the Panel approved the request to replace the non-functioning signs with new signs.

The proposed location of the message sign is within the zone setbacks on the southeast corner of the property, providing good visibility to area pedestrian and vehicle traffic.

The proposed sign meets all height requirements.

STAFF RECOMMENDATION: The Community Development Department recommends approval of the request for a conditional use permit to allow the installation of an electronic message board sign at the subject property with the following conditions:

1. The signs may not exceed the proposed 81 square feet for the electronic message display.
2. Each message on an electronic message display shall be displayed for at least four (4) to eight (8) seconds.
3. The transition between messages display shall be instantaneous. Transitional effects shall be limited to instant (slideshow), fade, dissolve, circle out, diamond out, jaws, zoom, wipe left, wipe right, scroll, and travel.
4. The electronic message display shall be equipped with technology that automatically dims the electronic message displays according to ambient light conditions to a luminance or nighttime brightness level of up to five hundred (500) NIT, which will result in a reduction of display brightness between five (5) percent and twenty-five (25) percent, depending on the resolution of the sign. Documentation shall be provided from the sign manufacturer which verifies compliance with auto dimming and brightness requirements.
5. The electronic message display shall be equipped with the ability to be shut off within twenty-four (24) hours of malfunctioning. Signs under repair shall be shut off.

**DOUGLAS PLANNING AND ZONING COMMISSION
STAFF REPORT
AUGUST 21, 2023**

**320 SOUTH 5TH STREET
SHORT-TERM RENTAL – CONDITIONAL USE PERMIT**

CASE NUMBER: CUP 09-23

PREPARED BY: Heidi McCullough, Planning Technician

MEETING DATES: August 21, 2023 – Planning and Zoning Commission
August 28, 2023 – City Council

REQUEST: Conditional Use Permit, R-1 Neighborhood Residential Zone

PURPOSE: To operate a Short-Term Rental (Airbnb).

RECOMMENDATION: The Community Development Department recommends approval of the conditional use permit to allow the short-term rental of the dwelling at 320 South 5th Street in an R-1 Neighborhood Residential zone with staff recommendations.

VICINITY MAP:



OWNER: Lightning Creek Enterprises LLC
1 Crestview Way
Douglas, WY 82633

LOCATION:

- (1) Legal Description: Town of Douglas, Block 26, Lot 4
- (2) General Location: The subject property is located mid-block on the west side of South 5th Street between Elm Street and Pine Street.
- (3) Address: 320 South 5th Street, Douglas, WY

LOT SIZE: 8,400 SF

ZONING: R-1 Neighborhood Residential



ZONING DATA: The property is currently zoned R-1, Neighborhood Residential. This district *“is intended to provide for low-density, single-family residential development and to provide for such community facilities and services as will serve the area residents while protecting the residential character and quality of the area.”*

Council approval of a conditional use permit for this type of use is a requirement of the Unified Land Development Code, due to its possible impact on neighboring properties.

EXISTING LAND USE: Single Family Residential

PROPOSED USE: Residential with short-term rental component

SURROUNDING LAND USE:	ZONING	ANNEXATION STATUS
North: Residential/Church Pre-School	R-1	City
South: Residential	R-1	City
East: Residential/Church	R-1	City
West: Multi-family Residential/Commercial	B-1	City

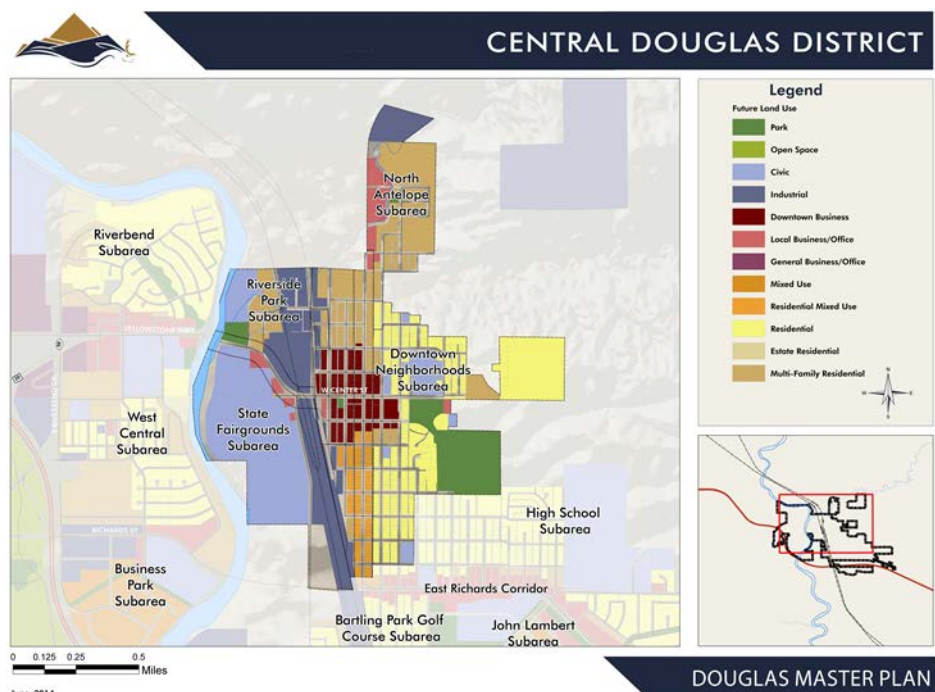
DESCRIPTION OF SITE: The site does include a primary residence, detached garage with access from the alley, and one out building.

HISTORY: The structure was originally built in 1918 as a single-family dwelling and has remained so throughout its history. The owners purchased the property as an investment and wish to operate the dwelling as a short-term rental through Airbnb year -round. No negative impact to the neighboring properties is anticipated.

2014 MASTER

PLAN: The property is designated as part of the Downtown Neighborhood subarea of the Central Douglas District.

“This area can be considered an extension of Downtown. Its future desired condition combines the preservation of adjacent historic neighborhoods with new medical facilities. Existing buildings should be



redeveloped in a manner that compliments this emerging medical and downtown residential district.”

The proposed use is in compliance with the Master Plan.

FY2023 STRATEGIC DOING: Short-term rentals are not referenced in the FY2023 Strategic Doing as Key Performance Indicator (KPI).

PUBLIC COMMENTS: Staff received one comment in opposition for the following reasons:

1. The structure is in poor condition and should not be rented.
2. The property has not been maintained in good condition for several years and short-term renters are not likely to improve that situation.
3. The backyard needs considerable clean-up and maintenance.

Staff reviewed the comments and did an inspection of the property finding no code violations. Staff looked at records back to 2020 and found that the property had not been noticed for any code violations.

STAFF RECOMMENDATION: The Community Development Department recommends approval of a conditional use permit to allow short-term rental of the dwelling at 320 South 5th Street, with the following recommendations:

1. The conditional use permit to provide short-term rental the residence is specific to Lightning Creek Enterprises LLC. If this property owner and/or agent, in the future, ceases operation or moves the facility to another location, the Conditional Use Permit shall be null and void for the subject property.
2. The dwelling is in compliance with City short-term rental requirements at all times.

**PLANNING AND ZONING COMMISSION
STAFF REPORT
AUGUST 21, 2023**

**VACATION AND REPLAT OF ORIGINAL TOWN OF DOUGLAS, BLOCK 28, LOTS
5-10 INTO LOTS 15, 16, 17**

SUMMARY

CASE NUMBER: SUB 001-23

PREPARED BY: Heidi McCullough – Planning Technician

MEETING DATES: August 21, 2023 – Planning Commission
August 28, 2023 – City Council

REQUEST: Replat Original Town of Douglas, Block 28, Lots 5-10 into Lots 15, 16, 17.

PURPOSE: Vacation and Replat the property into lots that are compatible with existing development and to allow for future development.

RECOMMENDATION: The Community Development Department recommends approval of the request to Vacate and Replat Original Town of Douglas, Block 28, Lots 5-10 into Lots 15, 16, and 17.

VICINITY MAP:



OWNER: Twin Buttes Ministry Partners
21491 WCR 69
Greeley, CO 80631

LOCATION:

1. Legal Description: Original Town of Douglas, Block 28, Lots 5-10
2. General Location: The subject parcels are located on the Northeast corner of Walnut Street and North Sixth Street.

SIZE: 1.60 Acres.

EXISTING LAND USE: Apartments and an event center.

SURROUNDING LAND USE:		ZONING	ANNEXATION STATUS
North:	Residential	R-1	City
South:	Residential	R-2	City
East:	Vacant Land	R-1	City
West:	Residential	R-1	City

CURRENT ZONING: R-3 Limited Mixed Residential.



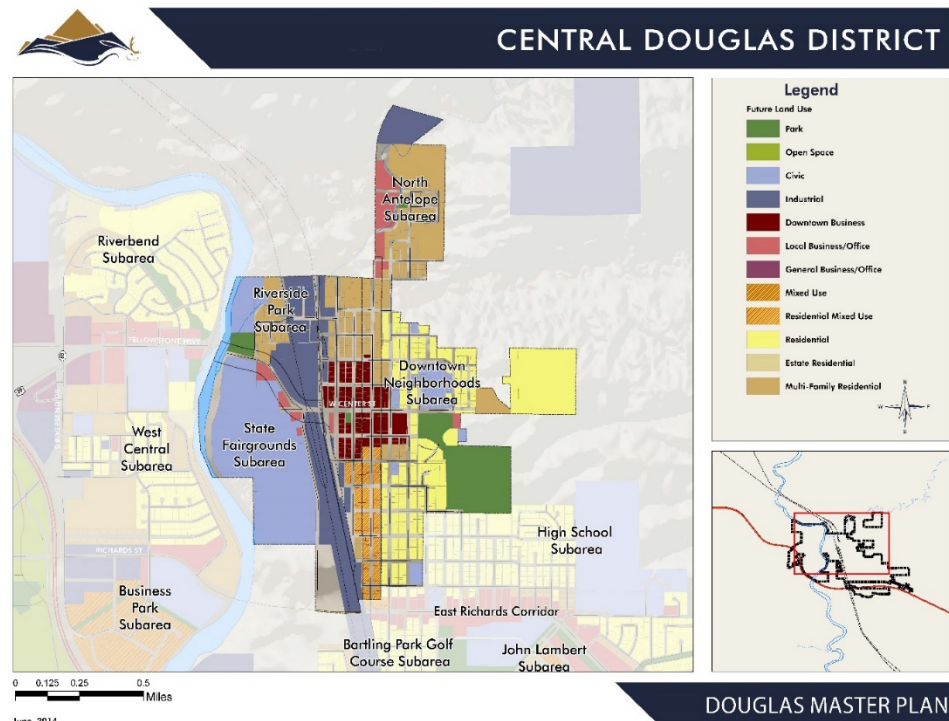
PLAT DATA: Original Town of Douglas, Block 28, Lots 5-10 are currently zoned R-3 Limited Mixed Residential and designed to conform to the R-3 zoning designation. The revised plat is intended to allow for creation of two lots to the west of the existing building and to allow development of the created lots.

Any future use of this parcel will adhere to these standards and all applicable zoning regulations and standards and will remain compatible with the surrounding uses.

HISTORY: The subject property was originally platted as in 1887 as part of the Original Town of Douglas. In 1888 it was designated as the site of the new school building. The original structure was built over all six lots and the alley. In 1952 the alley between Lots 5,6,7, and Lots 8,9,10 was vacated, along with South 7th Street from Cedar Street to Walnut Street. The current structure, the historic North Grade School was built on the property in 1931. A rezone of the property from R-1 to R-3 was approved in 2020 to accommodate the development of the apartments.

2014 DOUGLAS MASTER PLAN: The Douglas Master Plan designates this property's location as being in the Downtown Neighborhoods Subarea of the Central Business District.

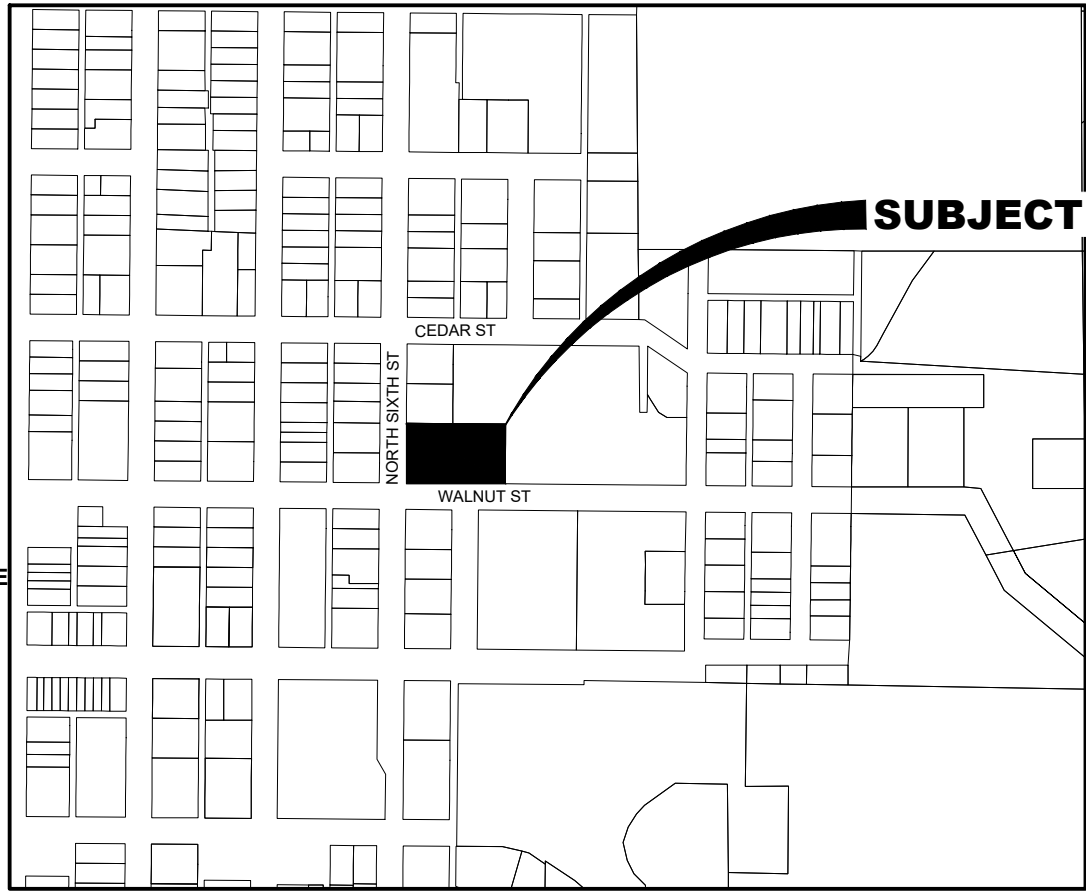
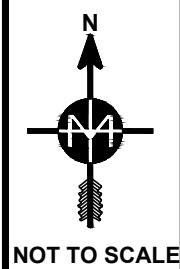
"This area can be considered an extension of Downtown. Its future desired condition combines the preservation of adjacent historic neighborhoods with new medical facilities. Existing buildings should be redeveloped in a manner that complements this emerging medical and downtown residential district. Areas such as the Eastern Wyoming College campus should be developed to meet specific community education, housing, or economic development goals, such as a senior housing village."



The proposed Vacation and Replat is in alignment with the Douglas Master Plan.

FY2023 STRATEGIC DOING: Major Plat Amendments are not referenced in the FY2023 Strategic Doing as Key Performance Indicator (KPI).

STAFF RECOMMENDATION: Staff recommends approval of the request to Vacate and Replat Original Town of Douglas, Block 28 Lots 5-10 into Lots 15, 16, and 17.



VICINITY MAP
CITY OF DOUGLAS, WYOMING

NOTES

1. LOTS 15 AND 16 ARE ZONED "R-1" RESIDENTIAL. LOT 17 IS ZONED AS "R-2" RESIDENTIAL.
2. THIS PLAT HAS BEEN PREPARED AND SUBMITTED IN ACCORDANCE WITH THE REQUIREMENTS OF THE CITY OF DOUGLAS UNIFIED LAND DEVELOPMENT CODE, CHAPTER 3.8, MINOR FINAL PLAT AMENDMENTS.
3. BEARINGS AND COORDINATES ARE BASED ON THE CITY OF DOUGLAS DATUM, (WYOMING STATE PLANE COORDINATES, EAST ZONE, NAD 1983/86.) ELEVATIONS ARE BASED UPON NAVD 88, AND ARE FOR REFERENCE ONLY.
4. PUBLIC WATER AND SEWER WILL BE PROVIDED BY THE CITY OF DOUGLAS, WYOMING, BUT ALL IMPROVEMENTS TO PUBLIC OR PRIVATE UTILITIES ARE THE RESPONSIBILITY OF THE DEVELOPER.
5. ALL BEARINGS AND DISTANCE ARE AS FOUND DURING THE FIELD SURVEY.

FOUND 2-1/2" A.C., PLS 13836
NORTHWEST CORNER OF BLOCK 28
N: 824326.37
E: 598960.04
ELEV: 4858.60
CF: 0.9997113284
CONV: -0°08'41"

SOUTH SIXTH STREET (80' WIDE)

FOUND 2-1/2" A.C., PLS 13836
SOUTHWEST CORNER OF BLOCK 28
N: 823904.83
E: 598965.52
ELEV: 4858.62
CF: 0.9997109451
CONV: -0°08'41"

FOUND 2-1/2" A.C., PLS 13836
NORTHWEST CORNER OF BLOCK 29

S89°26'15"E, 306.88'

"AS RE-PLATTED" LOT LAYOUT

LOT 15, BLOCK 28
ORIGINAL TOWN OF DOUGLAS
9,468 SQ FT ±

S89°27'52"E, 104.90'

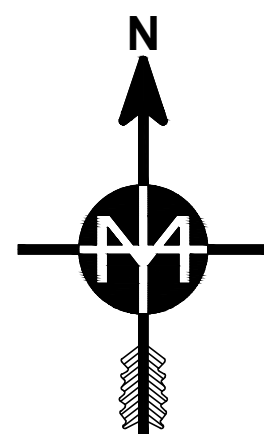
LOT 16, BLOCK 28
ORIGINAL TOWN OF DOUGLAS
9,485 SQ FT ±

105.09'

N89°29'28"W, 306.88'

201.79'

WALNUT STREET (80' WIDE)



BEARINGS ARE BASED ON THE WYOMING
COORDINATE SYSTEM NAD 83/86, EAST ZONE
DISTANCES ARE GROUND
DAF = 1.0002877308

LEGEND

- = FOUND ALUMINUM CAP
- = FOUND #5 REBAR (AS NOTED)
- = SET ALUMINUM CAP, PLS 14558
- = SUBJECT PROPERTY BOUNDARY LINE
- = ADJOINERS PROPERTY LINES FROM RECORD
- - - = LOT LINES TO BE VACATED THIS PLAT

CERTIFICATE OF SURVEYOR

I, AARON L. MONEY, DO HEREBY CERTIFY THAT I AM A REGISTERED PROFESSIONAL LAND SURVEYOR, LICENSED UNDER THE LAWS OF THE STATE OF WYOMING, AND THAT THIS PLAT IS A TRUE, CORRECT AND COMPLETE PLAT AS LAID OUT, PLATTED, DEDICATED AND SHOWN HEREON, AND THAT THIS PLAT WAS MADE FROM AN ACCURATE FIELD SURVEY OF SAID PROPERTY CONDUCTED BY DAVID MCKNIGHT III ON APRIL 20TH, 2023, AND THAT THE PHYSICAL AND MATHEMATICAL DETAILS SHOWN HEREON ARE CORRECT AT THE TIME OF SAID SURVEY.



STATE OF WYOMING)
) SS
COUNTY OF)

THE FOREGOING INSTRUMENT WAS ACKNOWLEDGED BEFORE ME
THIS _____ DAY OF _____, 2023,
BY AARON L. MONEY, PLS.

WITNESS MY HAND AND OFFICIAL SEAL

NOTARY PUBLIC

MY COMMISSION EXPIRES: _____

VACATION AND REPLAT DEDICATION

THE UNDERSIGNED, TWIN BUTTES MINISTRY PARTNERS, A 501(C)(3) ORGANIZATION, OF GREELEY, COLORADO, DO HEREBY CERTIFY THAT THEY ARE THE OWNERS AND PROPRIETORS OF LOTS 5, 6, 7, 8, 9 AND 10, BLOCK 28, THE VACATED ALLEY IN BLOCK 28, AND A PART OF VACATED SEVENTH STREET, ALL IN THE ORIGINAL TOWN OF DOUGLAS, WYOMING BEING VACATED AND REPLATTED AS LOTS 15 16 AND 17, BLOCK 28 OF THE ORIGINAL TOWN OF DOUGLAS, WYOMING AS SHOWN ON THIS REPLAT.

EXECUTED THIS _____ DAY OF _____, 2023.

TWIN BUTTES MINISTRY PARTNERS, A 501(C)(3) ORGANIZATION
21491 WCR 64
GREELEY, COLORADO 80631

SIGNED: _____
Owner

STATE OF WYOMING)
) SS
COUNTY OF CONVERSE)

THE FOREGOING INSTRUMENT WAS ACKNOWLEDGED BEFORE ME THIS _____ DAY OF _____, 2023,
BY BRETT REESE, OWNER OF TWIN BUTTES MINISTRY PARTNERS, A 501(C)(3) ORGANIZATION.

WITNESS MY HAND AND OFFICIAL SEAL

NOTARY PUBLIC

MY COMMISSION EXPIRES: _____

APPROVALS

I DO HEREBY CERTIFY THAT THIS FINAL PLAT AMENDMENT HAS BEEN EXAMINED BY ME AND FOUND TO COMPLY WITH THE REGULATIONS OF THE CITY OF DOUGLAS, WYOMING, AND IS THEREFORE, APPROVED FOR RECORDING THIS _____ DAY OF _____, 2023.

ATTEST: CITY CLERK

CITY ADMINISTRATOR

INSPECTED AND APPROVED BY THE DOUGLAS CITY ENGINEER THIS _____ DAY OF _____, 2023.

CITY ENGINEER

CERTIFICATE OF RECORDER

I HEREBY CERTIFY THAT THIS PLAT WAS FILED FOR RECORD IN MY OFFICE AT _____ O'CLOCK __.M.
THIS _____ DAY OF _____, 2023, RECORDED IN CABINET _____ ON SLIDE _____.

COUNTY CLERK

FILING NUMBER _____

MAJOR FINAL PLAT AMENDMENT
A VACATION AND REPLAT OF
LOTS 5, 6, 7, 8, 9 AND 10, BLOCK 28,
THE VACATED ALLEY IN BLOCK 28,
AND A PART OF VACATED SEVENTH STREET,
THE ORIGINAL TOWN OF DOUGLAS, WYOMING
AS

ORIGINAL TOWN OF DOUGLAS

LOTS 15, 16 AND 17, BLOCK 28

AN ADDITION IN THE CITY OF DOUGLAS, WYOMING

SITUATED IN AND BEING A PORTION OF

THE SE1/4NW1/4 OF SECTION 9

TOWNSHIP 32 NORTH, RANGE 71 WEST,

6TH PRINCIPAL MERIDIAN, CONVERSE COUNTY, WYOMING



Land Survey Professionals, LLC
110 W Angus St
Buffalo, WY 82834
Phone: 307-377-2727

OWNER: BRETT REESE
21491 WCR 64
GREELEY, CO 80631
(970) 405-0086

**PLANNING AND ZONING COMMISSION
STAFF REPORT
AUGUST 21, 2023**

**REZONE OF ORIGINAL TOWN OF DOUGLAS, BLOCK 28, LOTS 15, 16 FROM R-3
LIMITED MIXED RESIDENTIAL ZONE TO R-1 NEIGHBORHOOD RESIDENTIAL
ZONE**

SUMMARY

CASE NUMBER: ZON 001-23

PREPARED BY: Heidi McCullough – Planning Technician

MEETING DATES: August 21, 2023 – Planning Commission
August 28, 2023 – City Council

REQUEST: Rezone of Original Town of Douglas, Block 28, Lots 15, 16 from R-3 Limited Mixed Residential Zone to R-1 Neighborhood Residential Zone

PURPOSE: Rezone Lots 15 and 16 to R-1 Neighborhood Residential to integrate with the character of the surrounding neighborhood for development.

RECOMMENDATION: The Community Development Department recommends approval of the request to Rezone Original Town of Douglas, Block 28, Lots 15, 16 from R-3 to R-1.

VICINITY MAP:



OWNER: Twin Buttes Ministry Partners
21491 WCR 69
Greeley, CO 80631

LOCATION:

1. Legal Description: Original Town of Douglas, Block 28, Lots 5-10
2. General Location: The subject parcels are located on the Northeast corner of Walnut Street and North Sixth Street.

SIZE: 1.60 Acres.

EXISTING LAND USE: Apartments and an event center.

SURROUNDING LAND USE:		ZONING	ANNEXATION STATUS
North:	Residential	R-1	City
South:	Residential	R-2	City
East:	Vacant Land	R-1	City
West:	Residential	R-1	City

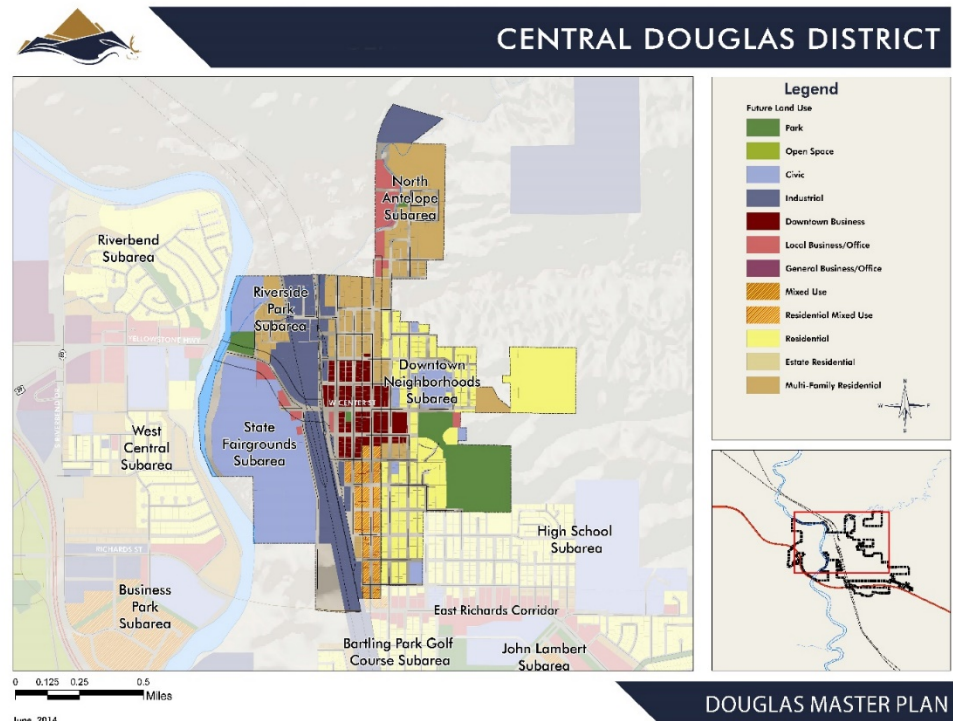
CURRENT ZONING: R-3 Limited Mixed Residential.



HISTORY: The subject property was originally platted as in 1887 as part of the Original Town of Douglas. In 1888 it was designated as the site of the new school building. The original structure was built over all six lots and the alley. In 1952 the alley between Lots 5,6,7, and Lots 8,9,10 was vacated, along with South 7th Street from Cedar Street to Walnut Street. The current structure, the historic North Grade School was built on the property in 1931. A rezone of the property from R-1 to R-3 was approved in 2020 to accommodate the development of the apartments.

2014 DOUGLAS MASTER PLAN: The Douglas Master Plan designates this property's location as being in the Downtown Neighborhoods Subarea of the Central Business District.

"This area can be considered an extension of Downtown. Its future desired condition combines the preservation of adjacent historic neighborhoods with new medical facilities. Existing buildings should be redeveloped in a manner that complements this emerging medical and downtown residential district. Areas such as the Eastern Wyoming College campus should be developed to meet specific community education, housing, or economic development goals, such as a senior housing village."



The proposed Rezone is in alignment with the Douglas Master Plan.

FY2023 STRATEGIC DOING: Rezoning for single family developing is not referenced in the FY2023 Strategic Doing as Key Performance Indicator (KPI).

STAFF RECOMMENDATION: Staff recommends approval of the request to Rezone Original Town of Douglas, Block 28 15 and 16 from R-3 Limited Mixed Residential Zone to R-1 Neighborhood Residential Zone.