



CITY OF **DOUGLAS** WYOMING

REGULAR PLANNING COMMISSION MEETING
October 21, 2024 – 5:30 PM

Planning and Zoning Commission meetings are recorded and broadcast live on cable channel 9.

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 October 28, 2024.

All applicants are strongly encouraged to attend both meetings.

- I. Call to Order
- II. Pledge of Allegiance
- III. Approval of the Agenda
- IV. Approval of the Minutes
- V. Planning and Zoning Matters
 - A. DEV 03-24 Hilton Homewood Suites
 - B. CCSUB 03-24 County Subdivision Roberts No. 2
 - C. CUP 07-24 Hageman Livestock
- VI. Code Considerations
- VII. Staff Report – City Council Action on Forwarded Items
 - A.
 1. CUP 04-24: Application by Connie Werner for approval of a conditional use permit to operation of a Short-Term Rental in an R-1 Neighborhood Residential Zone at 656 Longview Place (Frontier Village, Block 5, Lot 8).

B.

1. CUP 05-24: Application by GS Investments for approval of a conditional use permit for operation of a Short-Term Rental in an R-2 Limited Residential Zone at 1103 Monroe Street (Sanford Addition, Block 4, Lot 16).

C.

1. CUP 06-24: Application by AF Enterprises LLC for a conditional use permit to operate a Short-Term Rental in an R-1 Neighborhood Residential Zone at 327 S. 5th Street (Original Town of Douglas, Block 27, Lot 5).

VIII. Adjournment

**PLANNING AND ZONING COMMISSION
STAFF REPORT
OCTOBER 21, 2024**

**25 CINCH LOOP (PROPOSED)
TYPE B DEVELOPMENT – HILTON HOMEWOOD SUITES**

CASE NUMBER: DEV 03-24

PREPARED BY: Community Development Department

MEETING DATES: October 21, 2024 – Planning Commission
October 28, 2024 – City Council

REQUEST: Type B Development Proposal

PURPOSE: Development of a Hilton Homewood Suites.

RECOMMENDATION: The Community Development Department recommends approval of the development plan and development agreement for improvements at 25 Cinch Loop (proposed).

VICINITY MAP:



OWNER: Wagonhound Land & Livestock Co, LLC
1061 Poison Lake Road
Douglas, WY 82966

APPLICANT: Weylin Thompson
4954 N Arliss Ave.
Meridian ID, 83646

LOCATION:

- (1) Legal Description: Seven Trails Commerce Center, Parcels 5 & 7
- (2) General Location: The subject property is on the south side Highway 93 near the intersection of Highway 59 and the on-ramp to Interstate 25.
- (3) Address: 25 Cinch Loop, Douglas, WY (Proposed)

SIZE: Total Area: 4.767 Acres

EXISTING LAND USE: Vacant Land

ZONING: The property is currently zoned B-2 General Business Zoning District, which is intended to *provide for commercial uses that create a use intensity transition between residential neighborhoods and light industrial uses*. Gas Station and Convenience Stores are an allowed use in the B-2 General Business Zone.



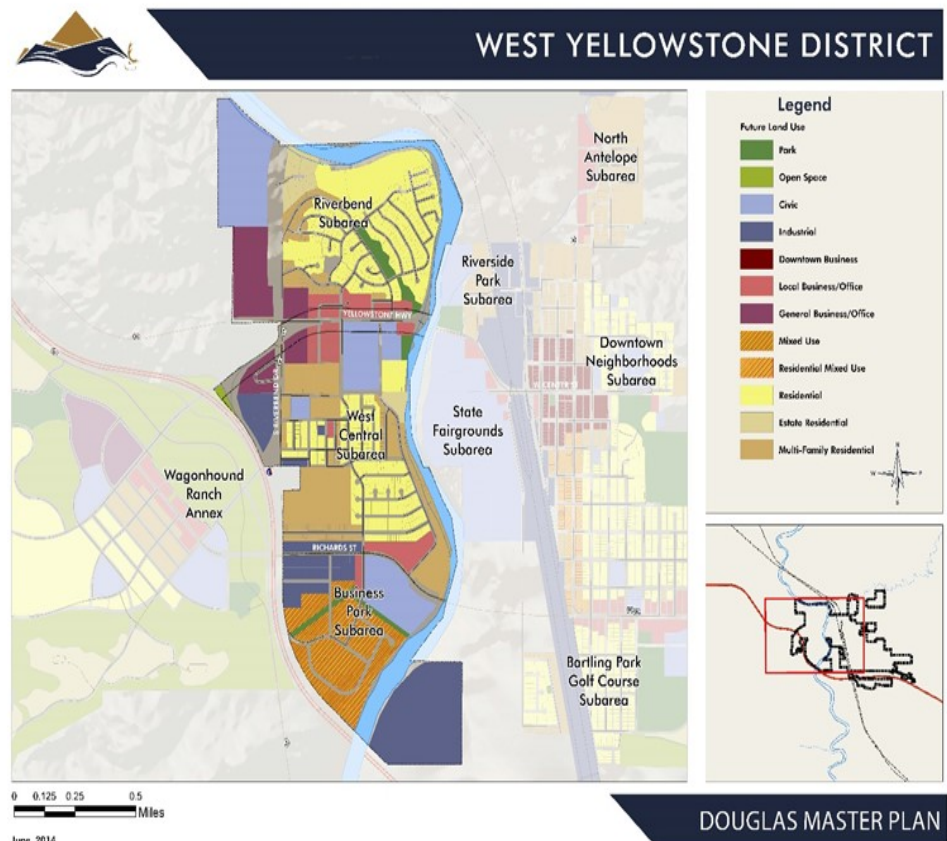
	SURROUNDING LAND USE:	ZONING	ANNEXATION STATUS
North:	Vacant Land	B-2	City
South:	Hotel & Retail	B-2	City
West:	Vacant Land	B-2	City
East:	Vacant Land	B-2	City

DESCRIPTION OF SITE AND SURROUNDINGS: The property is surrounded by Commercial uses and vacant land as indicated above.

HISTORY: The subject property was annexed by the City of Douglas in 2015, as part of the Seven Trails Commerce Center.

DOUGLAS MASTER PLAN: The subject property was not annexed to the City at the time of the 2014 Master Plan. The property was not included in the Future Land Use Plan.

The property is adjacent to the West Yellowstone Corridor of the West Yellowstone District. The Master Plans focus for this area consists of Retail. Commercial activities in this area can target both the needs and preferences of visitors staying at nearby accommodations and tourists at large events (e.g. State Fair), as well as Douglas residents living in adjoining residential subdivisions in northwest Douglas.



The desired future of this area focuses on catering to the travelling public and on its connection to downtown, including streetscape and pedestrian environment improvements.

The development of a hotel conforms with the Douglas Master Plan providing additional services for travelers at a primary gateway.

DEVELOPMENT STANDARDS: This Development Plan conforms to the minimum Standards and Policies as described in City Code.

THE PROPOSED PROJECT DETAILS:

Lot Size	4.767 Acres
Building Size	Level 1: 20,694 SF Level 2: 20,016 SF Level 3: 20,016 SF Level 4: 20,016 SF Total: 80,742 SF
North Set Back	155' 4"
South Set Back	76' 7"
East Set Back	91' 1"
West Set Back	228' 0"
Building Height	45' to parapet (top of wall) 56' 3" with parapet
Parking	Total: 123 (99 required) ADA: 5 (5 required)
Landscaping	28% Provided (20% required)
Drainage	Grading and Drainage plans provided
Lighting Plan	Lighting plan provided
Elevations	Elevations provided
Floodplain	The proposed development is out of the floodplain

ADDITIONAL INFRASTRUCTURE REQUIRED: City utility lines will need to be installed to the site. Water and Sewer Taps will be required. Sidewalk will need to be installed along Highway 93.

REVIEWING AGENCIES AND COMMENTS:

Wyoming Department of Transportation:

Permitting is required for street cuts, utilities, landscaping, drainage and curb cuts.

State Fire Marshall

Plans will need to be submitted to the State Fire Marshall's Office for the building fire and life safety, fire alarm system, fire sprinkler system, and electrical for review and approval prior to starting any work.

City Engineer:

No comments.

Public Works:

No comments.

Utility Billing:

Obtain a separate meter for irrigation.

Douglas Police Department:

Ensure all drainage is detained and will not impact highway travel.

Douglas Fire Department:

No comments.

Private Utilities (Electric, Gas, Communications)

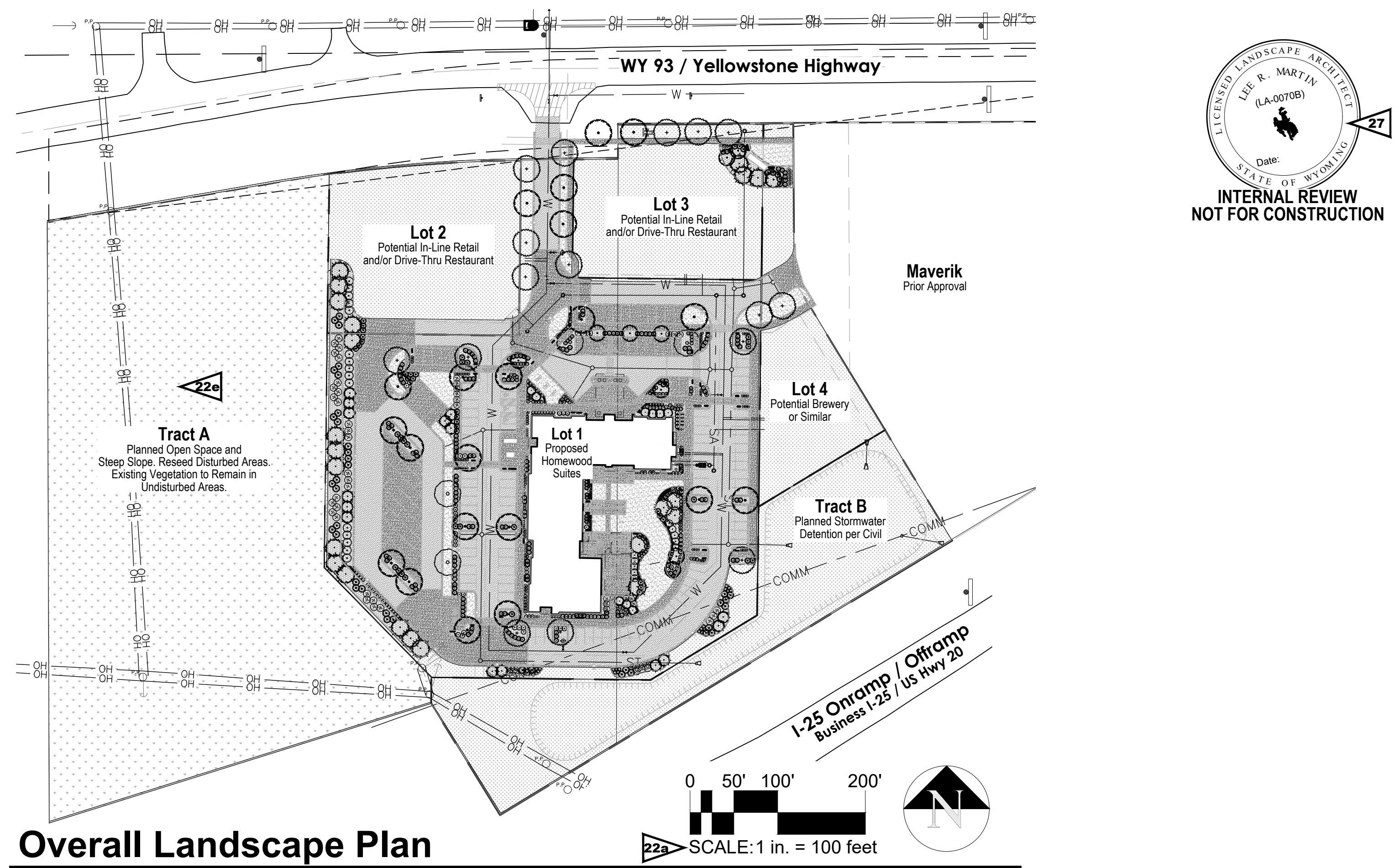
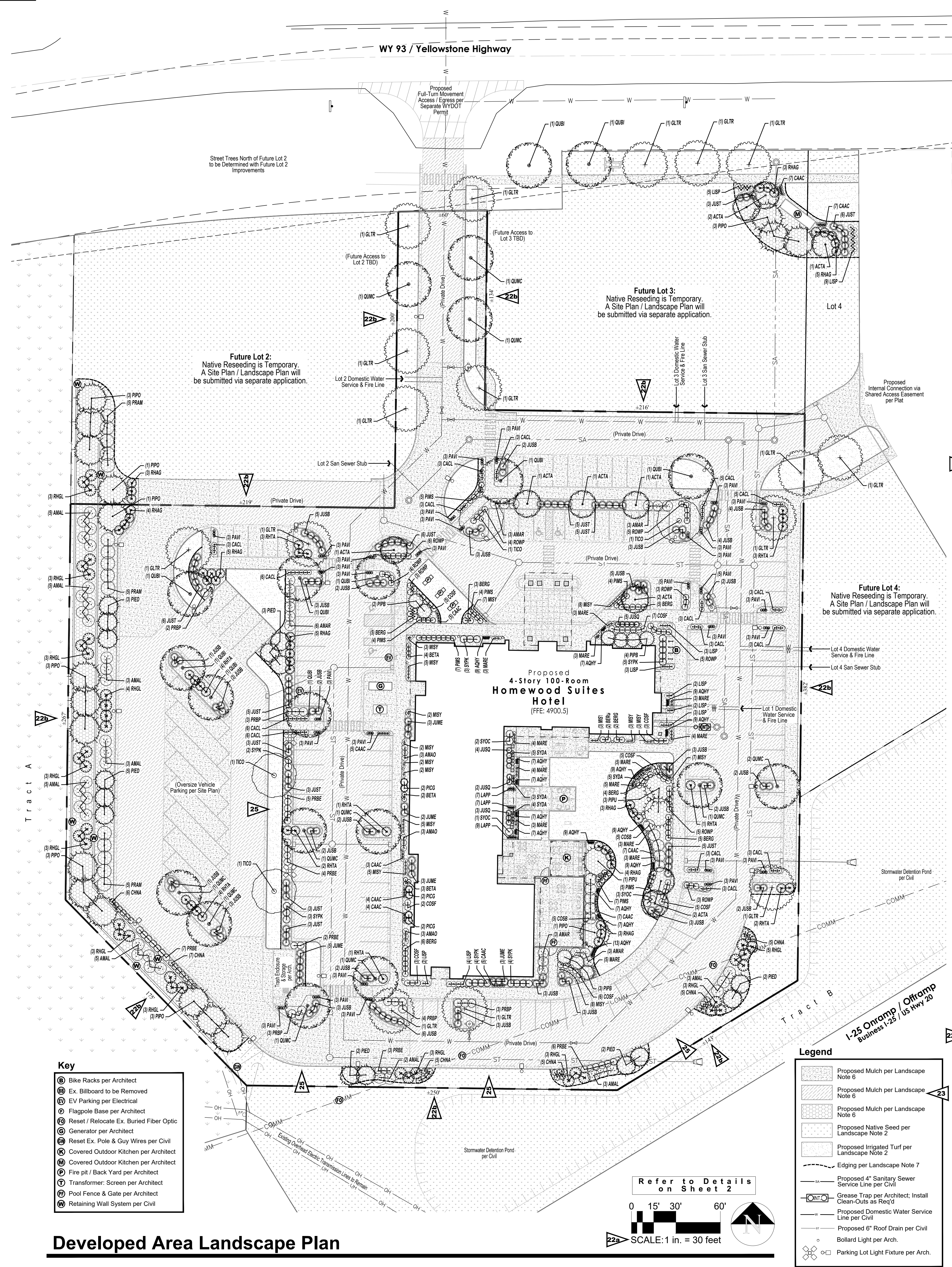
No comments.

Public Comments:

No comments.

STAFF RECOMMENDATION: The Community Development Department recommends approval of this development plan for the construction of an extended stay hotel at 25 Cinch Loop. (proposed)

THIS DOCUMENT IS AN INSTRUMENT OF PROFESSIONAL SERVICE PREPARED FOR THIS PROJECT. PALMA LAND PLANNING, LLC, SHALL BE HELD HARMLESS AND RELEASED OF ALL DAMAGE, COST, AND/OR LIABILITY ARISING FROM MODIFICATION AND/OR REUSE BY OTHERS. DO NOT BID OR BUILD FROM DRAWINGS NOT STAMPED AND SIGNED BY A LICENSED LANDSCAPE ARCHITECT.



Plant List & Materials Totals

Overstory Deciduous Trees

Code	Project	Lot 1	Lot 2	Lot 3	Lot 4	Tract A	Tract B	ROW	Botanic Name	Common Name	Mature Ht x Spd	Condition	Notes
GLTR	10	0	0	0	0	0	0	0	Quercus bicolor	Shademaster Local	50' x 30'	2' B - B	
QUBI	7	1	0	0	0	0	0	1	Quercus macrocarpa 'Clemens'	Swamp White Oak	60' x 40'	2' B - B	
TICO	4	0	0	0	0	0	0	0	Thuja occidentalis 'GreenSpire'	GreenSpire Linden	40' x 30'	2' B - B	
Total	21	1	0	0	0	0	0	1					

Ornamental Deciduous Trees

Code	Project	Lot 1	Lot 2	Lot 3	Lot 4	Tract A	Tract B	ROW	Botanic Name	Common Name	Mature Ht x Spd	Condition	Notes
ACTA	10	7	0	0	0	0	0	0	Acer tataricum 'GalaFinn'	Hotwings Maple	25' x 20'	#15 Cont.	4' H, Single-Sem
Total	10	7	0	0	0	0	0	0					

Evergreen Trees

Code	Project	Lot 1	Lot 2	Lot 3	Lot 4	Tract A	Tract B	ROW	Botanic Name	Common Name	Mature Ht x Spd	Condition	Notes
PIED	15	15	0	0	0	0	0	0	Pinus strobus	Compact Gem Scopian Pine	10' x 20'	#15 Cont.	4' H
PIPB	9	9	0	0	0	0	0	0	Pinus contorta	Pyramidal Pine	25' x 15'	#15 Cont.	4' H
PIPU	9	9	0	0	0	0	0	0	Picea pungens 'bakeri'	Baker Blue Spruce	30' x 10'	#15 Cont.	4' H
PIPU	9	9	0	0	0	0	0	0	Picea pungens 'blueau'	Colorado Blue Spruce	60' x 25'	#15 Cont.	5' H
Total	42	42	0	0	0	0	0	0					

Deciduous Shrubs

Code	Project	Lot 1	Lot 2	Lot 3	Lot 4	Tract A	Tract B	ROW	Botanic Name	Common Name	Mature Ht x Spd	Condition	Notes
AMAR	18	18	0	0	0	0	0	0	Amaranthus hybridus	Regent Serviceberry	10' x 8'	#5 Cont.	shrub form
BETA	9	9	0	0	0	0	0	0	Berberis thunbergii 'Royal Glow'	Royal Glow Barberry	6' x 6'	#5 Cont.	
CAAC	33	33	0	0	0	0	0	0	Berberis thunbergii 'Aurunculata Nana'	Crimson Pygmy Barberry	2' x 3'	#3 Cont.	
CHNA	33	33	0	0	0	0	0	0	Chrysanthemum nanus	Blue Star Chrysanthemum	4' x 4'	#1 Cont.	
COSS	10	10	0	0	0	0	0	0	Comus scutellaria 'Hayes'	Red Twig Dogwood	8' x 8'	#3 Cont.	
PRAM	15	15	0	0	0	0	0	0	Prunus americana	American Plum	15' x 10'	#5 Cont.	shrub form
PRBE	27	27	0	0	0	0	0	0	Prunus pennsylvanica 'Farrow PP18523'	Western Sand Cherry	4' x 4'	#5 Cont.	
PRPB	15	15	0	0	0	0	0	0	Prunus pennsylvanica 'Pawnee Buttes'	Pawnee Buttes Sand Cherry	1.5' x 8'	#5 Cont.	
RHAG	39	39	0	0	0	0	0	0	Rhus glabra 'Autumn Amber'	Autumn Amber Sumac	3' x 8'	#5 Cont.	
RHSL	39	39	0	0	0	0	0	0	Rhus glabra 'Winnipeg Park'	Winnipeg Park Rose	3' x 4'	#3 Cont.	
RHSL	39	39	0	0	0	0	0	0	Rhus glabra 'Autumn Amber'	Autumn Amber Sumac	3' x 8'	#5 Cont.	
RHSL	39	39	0	0	0	0	0	0	Rhus glabra 'Winnipeg Park'	Winnipeg Park Rose	3' x 4'	#3 Cont.	
RHSL	39	39	0	0	0	0	0	0	Rhus glabra 'Autumn Amber'	Autumn Amber Sumac	3' x 8'	#5 Cont.	
RHSL	39	39	0	0	0	0	0	0	Rhus glabra 'Winnipeg Park'	Winnipeg Park Rose	3' x 4'	#3 Cont.	
RHSL	39	39	0	0	0	0	0	0	Rhus glabra 'Autumn Amber'	Autumn Amber Sumac	3' x 8'	#5 Cont.	
RHSL	39	39	0	0	0	0	0	0	Rhus glabra 'Winnipeg Park'	Winnipeg Park Rose	3' x 4'	#3 Cont.	
RHSL	39	39	0	0	0	0	0	0	Rhus glabra 'Autumn Amber'	Autumn Amber Sumac	3' x 8'	#5 Cont.	
RHSL	39	39	0	0	0	0	0	0	Rhus glabra 'Winnipeg Park'	Winnipeg Park Rose	3' x 4'	#3 Cont.	
RHSL	39	39	0	0	0	0	0	0	Rhus glabra 'Autumn Amber'	Autumn Amber Sumac	3' x 8'	#5 Cont.	
RHSL	39	39	0	0	0	0	0	0	Rhus glabra 'Winnipeg Park'	Winnipeg Park Rose	3' x 4'	#3 Cont.	
RHSL	39	39	0	0	0	0	0	0	Rhus glabra 'Autumn Amber'	Autumn Amber Sumac	3' x 8'	#5 Cont.	
RHSL	39	39	0	0	0	0	0	0	Rhus glabra 'Winnipeg Park'	Winnipeg Park Rose	3' x 4'	#3 Cont.	
RHSL	39	39	0	0	0	0	0	0	Rhus glabra 'Autumn Amber'	Autumn Amber Sumac	3' x 8'	#5 Cont.	
RHSL	39	39	0	0	0	0	0	0	Rhus glabra 'Winnipeg Park'	Winnipeg Park Rose	3' x 4'	#3 Cont.	
RHSL	39	39	0	0	0	0	0	0	Rhus glabra 'Autumn Amber'	Autumn Amber Sumac	3' x 8'	#5 Cont.	
RHSL	39	39	0	0	0	0	0	0	Rhus glabra 'Winnipeg Park'	Winnipeg Park Rose	3' x 4'	#3 Cont.	
RHSL	39	39	0	0	0	0	0	0	Rhus glabra 'Autumn Amber'	Autumn Amber Sumac	3' x 8'	#5 Cont.	
RHSL	39	39	0	0	0	0	0	0	Rhus glabra 'Winnipeg Park'	Winnipeg Park Rose	3' x 4'	#3 Cont.	
RHSL	39	39	0	0	0	0	0	0	Rhus glabra 'Autumn Amber'	Autumn Amber Sumac	3' x 8'	#5 Cont.	
RHSL	39	39	0	0	0	0	0	0	Rhus glabra 'Winnipeg Park'	Winnipeg Park Rose	3' x 4'	#3 Cont.	
RHSL	39	39	0	0	0	0	0	0	Rhus glabra 'Autumn Amber'	Autumn Amber Sumac	3' x 8'	#5 Cont.	
RHSL	39	39	0	0	0	0	0	0	Rhus glabra 'Winnipeg Park'	Winnipeg Park Rose	3' x 4'	#3 Cont.	
RHSL	39	39	0	0	0	0	0	0	Rhus glabra 'Autumn Amber'	Autumn Amber Sumac	3' x 8'	#5 Cont.	
RHSL	39	39	0	0	0	0	0	0	Rhus glabra 'Winnipeg Park'	Winnipeg Park Rose	3' x 4'	#3 Cont.	
RHSL	39	39	0	0	0	0	0	0	Rhus glabra 'Autumn Amber'	Autumn Amber Sumac	3' x 8'	#5 Cont.	
RHSL	39	39	0	0	0	0	0	0	Rhus glabra 'Winnipeg Park'	Winnipeg Park Rose	3' x 4'	#3 Cont.	
RHSL	39	39	0	0	0	0	0	0	Rhus glabra 'Autumn Amber'	Autumn Amber Sumac	3' x 8'	#5 Cont.	
RHSL	39	39	0	0	0	0	0	0	Rhus glabra 'Winnipeg Park'	Winnipeg Park Rose	3' x 4'	#3 Cont.	
RHSL	39	39	0	0	0	0	0	0	Rhus glabra 'Autumn Amber'	Autumn Amber Sumac	3' x 8'	#5 Cont.	
RHSL	39	39	0	0	0	0	0	0	Rhus glabra 'Winnipeg Park'	Winnipeg Park Rose	3' x 4'	#3 Cont.	
RHSL	39	39	0	0	0	0	0	0	Rhus glabra 'Autumn Amber'	Autumn Amber Sumac	3' x 8'	#5 Cont.	
RHSL	39	39	0	0	0	0	0	0	Rhus glabra 'Winnipeg Park'	Winnipeg Park Rose	3' x 4'	#3 Cont.	
RHSL	39	39	0	0	0	0	0	0	Rhus glabra 'Autumn Amber'	Autumn Amber Sumac	3' x 8'	#5 Cont.	
RHSL	39	39	0	0	0	0	0	0	Rhus glabra 'Winnipeg Park'	Winnipeg Park Rose	3' x 4'	#3 Cont.	
RHSL	39	39	0	0	0	0	0	0	Rhus glabra 'Autumn Amber'	Autumn Amber Sumac	3' x 8'	#5 Cont.	
RHSL	39	39	0	0	0	0	0	0	Rhus glabra 'Winnipeg Park'	Winnipeg Park Rose	3' x 4'	#3 Cont.	
RHSL	39	39	0	0	0	0	0	0	Rhus glabra 'Autumn Amber'	Autumn Amber Sumac	3' x 8'	#5 Cont.	
RHSL	39	39	0	0	0	0	0	0	Rhus glabra 'Winnipeg Park'	Winnipeg Park Rose	3' x 4'	#3 Cont.	
RHSL	39	39	0	0	0	0	0	0	Rhus glabra 'Autumn Amber'	Autumn Amber Sumac	3' x 8'	#5 Cont.	
RHSL	39	39	0	0	0	0	0	0	Rhus glabra 'Winnipeg Park'	Winnipeg Park Rose	3' x 4'	#3 Cont.	
RHSL	39	39	0	0	0	0	0	0	Rhus glabra 'Autumn Amber'	Autumn Amber Sumac	3' x 8'	#5 Cont.	
RHSL	39	39	0	0	0	0	0	0	Rhus glabra 'Winnipeg Park'	Winnipeg Park Rose	3' x 4'	#3 Cont.	
RHSL	39	39	0	0	0	0	0	0	Rhus glabra 'Autumn Amber'	Autumn Amber Sumac	3' x 8'	#5 Cont.	
RHSL	39	39	0	0	0	0	0	0	Rhus glabra 'Winnipeg Park'	Winnipeg Park Rose	3' x 4'	#3 Cont.	
RHSL	39	39	0	0	0	0	0	0	Rhus glabra 'Autumn Amber'	Autumn Amber Sumac	3' x 8'	#5 Cont.	
RHSL	39	39	0	0	0	0	0	0	Rhus glabra 'Winnipeg Park'	Winnipeg Park Rose	3' x 4'	#3 Cont.	
RHSL	39	39	0	0	0	0	0	0	Rhus glabra 'Autumn Amber'	Autumn Amber Sumac	3' x 8'	#5 Cont.	
RHSL	39	39	0	0	0	0	0	0	Rhus glabra 'Winnipeg Park'	Winnipeg Park Rose	3' x 4'	#3 Cont.	
RHSL	39	39	0	0	0	0	0	0	Rhus glabra 'Autumn Amber'	Autumn Amber Sumac	3' x 8'	#5 Cont.	
RHSL	39	39	0	0	0	0	0	0	Rhus glabra 'Winnipeg Park'	Winnipeg Park Rose	3' x 4'	#3 Cont.	
RHSL	39	39	0	0	0	0	0	0	Rhus glabra 'Autumn Amber'	Autumn Amber Sumac	3' x 8'	#5 Cont.	
RHSL	39	39	0	0	0	0	0	0	Rhus glabra 'Winnipeg Park'	Winnipeg Park Rose	3' x 4'	#3 Cont.	
RHSL	39	39	0	0	0	0	0	0	Rhus glabra 'Autumn Amber'	Autumn Amber Sumac	3' x 8'	#5 Cont.	
RHSL	39	39	0	0	0	0	0	0	Rhus glabra 'Winnipeg Park'	Winnipeg Park Rose	3' x 4'	#3 Cont.	
RHSL	39	39	0	0	0	0	0	0	Rhus glabra 'Autumn Amber'	Autumn Amber Sumac	3' x 8'	#5 Cont.	
RHSL	39	39	0	0	0	0	0	0	Rhus glabra 'Winnipeg Park'	Winnipeg Park Rose	3' x 4'	#3 Cont.	
RHSL	39	39	0	0	0	0	0	0	Rhus glabra 'Autumn Amber'	Autumn Amber Sumac	3' x 8'	#5 Cont.	
RHSL	39	39	0	0	0	0	0	0	Rhus glabra 'Winnipeg Park'	Winnipeg Park Rose	3' x 4'	#3 Cont.	
RHSL	39	39	0	0	0	0	0	0	Rhus glabra 'Autumn Amber'	Autumn Amber Sumac	3' x 8'	#5 Cont.	
RHSL	39	39	0	0	0	0	0	0	Rhus glabra 'Winnipeg Park'	Winnipeg Park Rose	3' x 4'	#3 Cont.	
RHSL	39	39	0	0	0	0	0	0	Rhus glabra 'Autumn Amber'	Autumn Amber Sumac	3' x 8'	#5 Cont.	
RHSL	39	39	0	0	0	0	0	0	Rhus glabra 'Winnipeg Park'	Winnipeg Park Rose	3' x 4'	#3 Cont.	
RHSL	39	39	0	0	0	0	0	0	Rhus glabra 'Autumn Amber'	Autumn Amber Sumac	3' x 8'	#5 Cont.	
RHSL	39	39	0	0	0	0	0	0	Rhus glabra 'Winnipeg Park'	Winnipeg Park Rose	3' x 4'	#3 Cont.	
RHSL	39	39	0	0	0	0	0	0	Rhus glabra 'Autumn Amber'	Autumn Amber Sumac	3' x 8'	#5 Cont.	
RHSL	39	39	0	0	0	0	0	0	Rhus glabra 'Winnipeg Park'	Winnipeg Park Rose	3' x 4'	#3 Cont.	
RHSL	39	39	0	0	0	0	0	0	Rhus glabra 'Autumn Amber'	Autumn Amber Sumac	3' x 8'</		

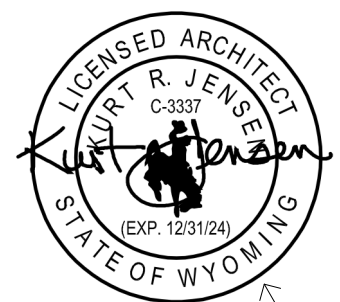












ISSUED SETS
08.29.2024 TYPE B DEVELOPMENT PERMIT

REVISIONS
REV# DATE DESCRIPTION

DRAWN: SS
CHECKED: SS
JOB NO: 2424

JENSEN DESIGN
ARCHITECTS
7730 Leary Way NE, Redmond, WA 98052
www.jdarch.com
425.216.0318

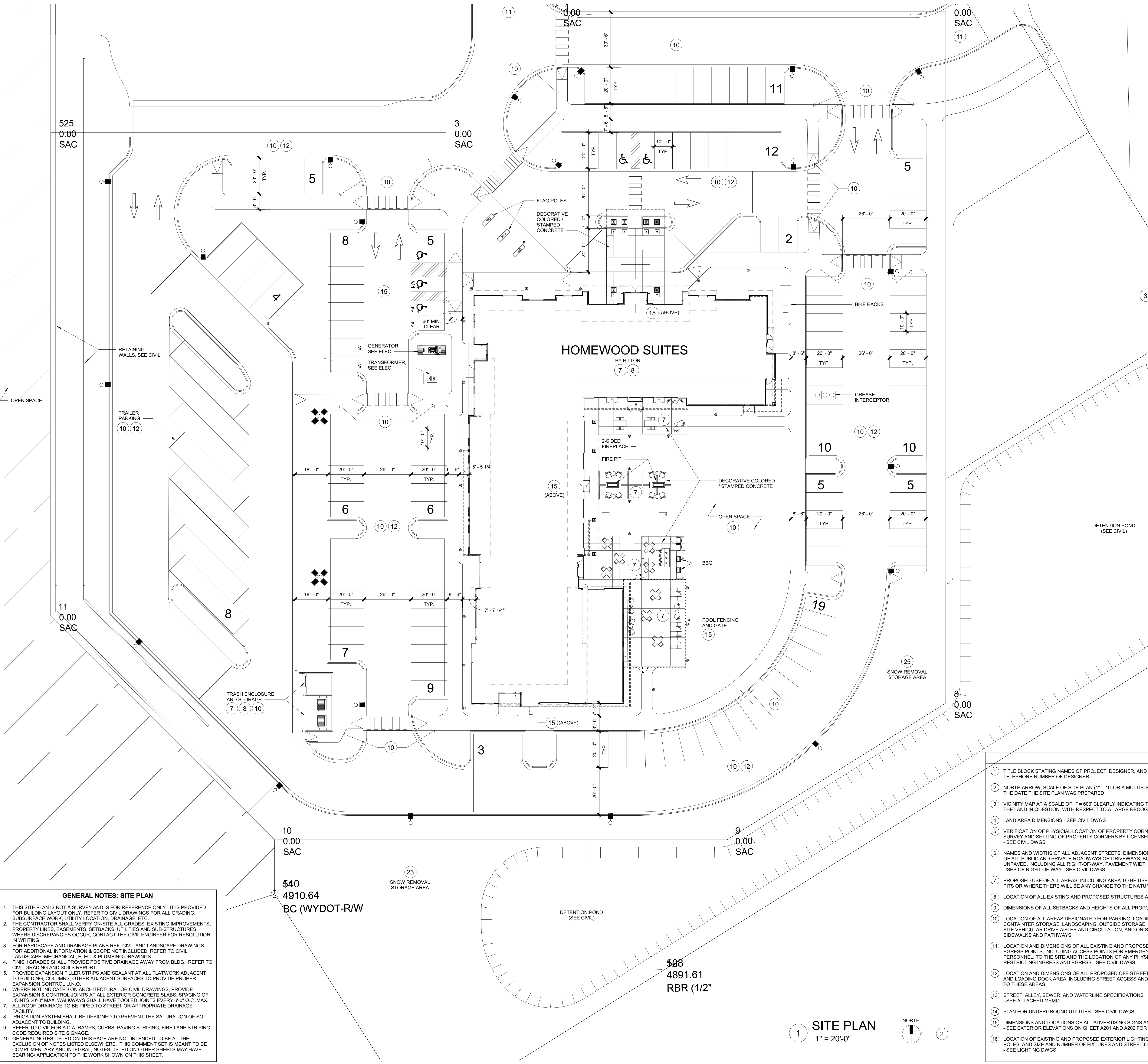
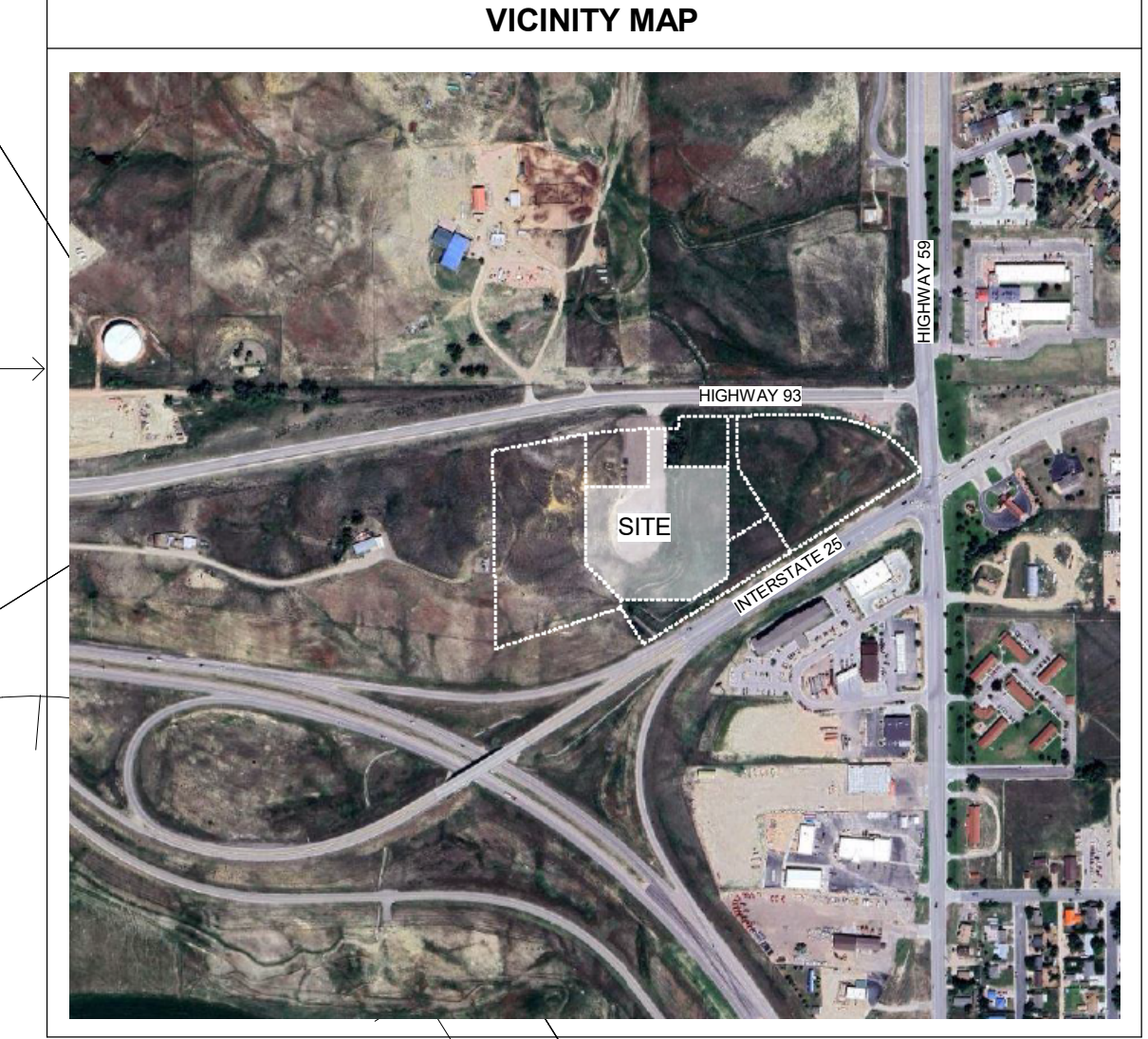
DESIGN DEVELOPMENT

HOMWOOD SUITES BY HLTON
DOUGLAS, WY
SITE PLAN

SHHEET:
A101

Page 14 of 22

SITE & BUILDING DATA	
ZONING:	B-2 (GENERAL BUSINESS)
LOT AREA:	207,666 SF (4.767 ACRES)
PERCENTAGE OF SITE COVERED BY STRUCTURE:	38.88 %
SF OF PARKING AREA:	32,000 SF
PERCENT OF SITE COVERED BY PARKING:	15.41 %
SF OF ALL LANDSCAPING AREA:	SEE LANDSCAPE
PERCENT OF SITE COVERED BY LANDSCAPING:	SEE LANDSCAPE
FRONT SETBACK:	20 FEET
REAR SETBACK:	7.5 FEET
INTERIOR SIDE SETBACK:	7.5 FEET
PROPOSED HEIGHT:	56'-0"
NO. OF STORIES:	FOUR (4) STORIES
BUILDING AREA:	20,694 SF
LEVEL 1:	20,016 SF
LEVEL 2:	20,016 SF
LEVEL 3:	20,016 SF
LEVEL 4:	20,016 SF
TOTAL BUILDING AREA:	80,742 SF
PARKING PROVIDED:	
STANDARD STALL (10'X20'):	123
ACCESSIBLE STALL:	128
TOTAL PARKING:	128
TRAILER PARKING:	12
PARKING REQUIRED:	
TOTAL REQUIRED PARKING = 99	
(1 STALL PER UNIT)	
TOTAL ACCESSIBLE PARKING STALL REQUIRED PER IBC 1106.2 = 5	



GENERAL NOTES: SITE PLAN

- THIS SITE PLAN IS NOT A SURVEY AND IS FOR REFERENCE ONLY. IT IS PROVIDED FOR BUILDING LAYOUT ONLY. REFER TO CIVIL DRAWINGS FOR ALL GRADING, SUBSURFACE WORK, UTILITY LOCATION, DRAINAGE, ETC.
- THE CONTRACTOR SHALL VERIFY ON-SITE ALL GRADES, EXISTING IMPROVEMENTS, PROPERTY LINES, EASEMENTS, SETBACKS, UTILITIES AND SUB-STRUCTURES. WHERE DISCREPANCIES OCCUR, CONTACT THE CIVIL ENGINEER FOR RESOLUTION IN WRITING.
- FOR HARDSCAPE AND DRAINAGE PLANS REF. CIVIL AND LANDSCAPE DRAWINGS. FOR ADDITIONAL INFORMATION & SCOPE NOT INCLUDED, REFER TO CIVIL, LANDSCAPE, MECHANICAL, ELEC. & PLUMBING DRAWINGS.
- FINISH GRADES SHALL PROVIDE POSITIVE DRAINAGE AWAY FROM BLDG. REFER TO CIVIL GRADING AND SOILS REPORT.
- PROVIDE EXPANSION FILLER STRIPS AND SEALANT AT ALL FLATWORK ADJACENT TO BUILDING, COLUMNS, OTHER ADJACENT SURFACES TO PROVIDE PROPER EXPANSION CONTROL U/L/O.
- WHERE NOT INDICATED ON ARCHITECTURAL OR CIVIL DRAWINGS, PROVIDE EXPANSION & CONTROL JOINTS AT ALL EXTERIOR CONCRETE SLABS, SPACING OF JOINTS 20'-0" MAX. WALKWAYS SHALL HAVE TOOLED JOINTS EVERY 6'-0" O.C. MAX.
- ALL ROOF DRAINAGE TO BE PIPED TO STREET OR APPROPRIATE DRAINAGE FACILITY.
- IRRIGATION SYSTEM SHALL BE DESIGNED TO PREVENT THE SATURATION OF SOIL ADJACENT TO BUILDING.
- REFER TO CIVIL FOR A.D.A. RAMPS, CURBS, PAVING STRIPING, FIRE LANE STRIPING, CODE REQUIRED SITE SIGNAGE.
- GENERAL NOTES LISTED ON THIS PAGE ARE NOT INTENDED TO BE AT THE EXCLUSION OF NOTES LISTED ELSEWHERE. THIS COMMENT SET IS MEANT TO BE COMPLIMENTARY AND INTEGRAL. NOTES LISTED ON OTHER SHEETS MAY HAVE BEARING/APPLICATION TO THE WORK SHOWN ON THIS SHEET.

SITE PLAN CHECKLIST	
1	TITLE BLOCK STATING NAMES OF PROJECT, DESIGNER, AND ADDRESS AND TELEPHONE NUMBER OF DESIGNER
2	NORTH ARROW, SCALE OF SITE PLAN (1" = 10' OR A MULTIPLE THEREOF), AND THE DATE THE SITE PLAN WAS PREPARED
3	VICINITY MAP AT A SCALE OF 1" = 600' CLEARLY INDICATING THE LOCATION OF THE LAND IN QUESTION, WITH RESPECT TO A LARGE RECOGNIZABLE AREA
4	LAND AREA DIMENSIONS - SEE CIVIL DWGS
5	VERIFICATION OF PHYSICAL LOCATION OF PROPERTY CORNER PINS OR SURVEY AND SETTING OF PROPERTY CORNERS BY LICENSED SURVEYOR - SEE CIVIL DWGS
6	NAMES AND WIDTHS OF ALL ADJACENT STREETS, DIMENSIONS AND LOCATION OF ALL PUBLIC AND PRIVATE ROADWAYS OR DRIVEWAYS, BOTH PAVED AND UNPAVED, INCLUDING ALL RIGHT-OF-WAY, PAVEMENT WIDTH, AND PROPOSED USES OF RIGHT-OF-WAY - SEE CIVIL DWGS
7	PROPOSED USE OF ALL AREAS, INCLUDING AREA TO BE USED FOR BORROW PITS OR WHERE THERE WILL BE ANY CHANGE TO THE NATURAL TOPOGRAPHY
8	LOCATION OF ALL EXISTING AND PROPOSED STRUCTURES AND THEIR USES
9	DIMENSIONS OF ALL SETBACKS AND HEIGHTS OF ALL PROPOSED BUILDING
10	LOCATION OF ALL AREAS DESIGNATED FOR PARKING, LOADING, SOLID WASTE CONTAINER STORAGE, LANDSCAPING, OUTSIDE STORAGE, OPEN SPACE, ON-SITE VEHICULAR DRIVE AISLES AND CIRCULATION, AND ON-SITE PEDESTRIAN SIDEWALKS AND PATHWAYS
11	LOCATION AND DIMENSIONS OF ALL EXISTING AND PROPOSED INGRESS AND EGRESS POINTS, INCLUDING ACCESS POINTS FOR EMERGENCY VEHICLES AND PERSONNEL, TO THE SITE AND THE LOCATION OF ANY PHYSICAL BARRIERS RESTRICTING INGRESS AND EGRESS - SEE CIVIL DWGS
12	LOCATION AND DIMENSIONS OF ALL PROPOSED OFF-STREET PARKING SPACES AND LOADING DOCK AREA, INCLUDING STREET ACCESS AND TRAFFIC FLOW, TO THESE AREAS
13	STREET, ALLEY, SEWER, AND WATERLINE SPECIFICATIONS
14	PLAN FOR UNDERGROUND UTILITIES - SEE CIVIL DWGS
15	DIMENSIONS AND LOCATIONS OF ALL ADVERTISING SIGNS AND FENCES - SEE EXTERIOR ELEVATIONS ON SHEET A201 AND A202 FOR BUILDING SIGNS
16	LOCATION OF EXISTING AND PROPOSED EXTERIOR LIGHTING, HEIGHTS OF POLES, AND SIZE AND NUMBER OF FIXTURES AND STREET LIGHTS - SEE LIGHTING DWGS
17	IDENTIFICATION OF FLOODPLAINS AND FLOOD ZONES - N/A
18	LOCATION OF ALL PLANNED AND NATURAL DRAINAGE WAYS - SEE CIVIL DWGS
19	SURFACE DRAINAGE PLAN FOR SITES AT 10,000 SQ FT OR MORE - SEE ATTACHED MEMO
20	NOTATION STATING THAT "ALL NECESSARY DRAINAGE AND UTILITY EASEMENTS SERVING THIS DEVELOPMENT HAVE BEEN PROVIDED" - SEE CIVIL DWGS
21	PROPOSED LOCATION OF HAZARDOUS MATERIAL STORAGE - N/A
22	LANDSCAPING PLAN AS REQUIRED - SEE LANDSCAPE DWGS A. SCALE OF 1" = 10' B. PROPERTY LINE AND DIMENSIONS C. STRUCTURES D. IRRIGATION SYSTEMS - SEE ATTACHED MEMO E. USE OF EXISTING NATURAL FEATURES F. PLANS AND SEED MIX FOR AREAS OF RESEEDING G. EROSION CONTROL PLAN - SEE ATTACHED MEMO H. GRADING PLAN - SEE CIVIL DWGS
23	TYPES OF GROUND OR YARD SURFACING THROUGHOUT: GRASS, PAVING, ETC. - SEE CIVIL AND LANDSCAPE DWGS
24	ANY SCREENING OR SCREENING DEVICES USED TO MINIMIZE OR ELIMINATE AREAS WHICH TEND TO BE UNSIGHTLY - N/A
25	SNOW REMOVAL AND STORAGE
26	TRAFFIC STUDY FOR LARGE SCALE RETAIL - N/A
27	ALL TYPE B DEVELOPMENT PLANS MUST BE STAMPED BY A WYOMING ENGINEER AND A WYOMING ARCHITECT
28	GENERAL NOTES TO INCLUDE A SUMMARY TABLE ON THE SITE PLAN: A. TOTAL LAND AREA IN SQUARE FEET B. TOTAL BUILDING AREA IN SQUARE FEET C. TOTAL SQUARE FEET OF BUILDING ADDITION - N/A D. PERCENTAGE OF LAND COVERED BY STRUCTURES E. BUILDING HEIGHT(S) F. NUMBER OF STORIES AND SQUARE FOOTAGE PER STORY OF LEASABLE SPACE G. TOTAL NUMBER OF PARKING SPACES H. SQUARE FOOTAGE OF PARKING AREAS I. PERCENTAGE OF LAND COVERED BY PARKING J. SQUARE FOOTAGE OF ALL LANDSCAPING AREAS K. PERCENTAGE OF SITE COVERED BY LANDSCAPING L. PERCENTAGE OF SITE COVERED BY LANDSCAPING

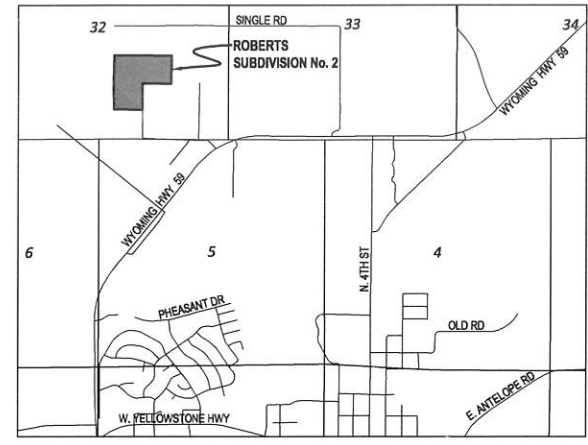
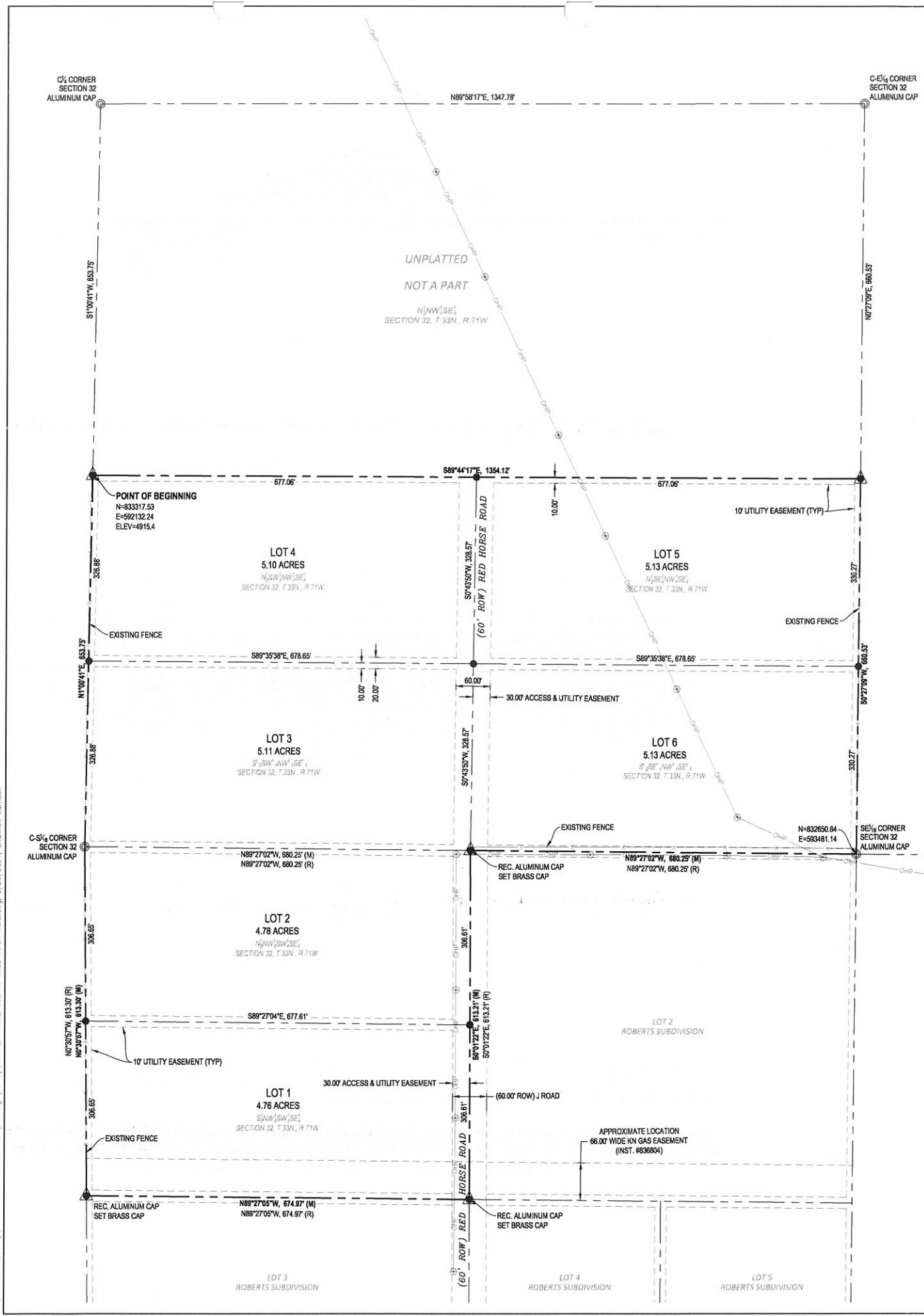
1 SITE PLAN
1" = 20'-0"
NORTH

508
4891.61
RBR (1/2")

540
4910.64
BC (WYDOT-R/W)

43
4900.0
MISC C

M:\Land\2024\Survey\24-192- Roberts Subdivision Drawings\Survey\Plat\24-192- Roberts Subdivision NO.2.dwg, 8/20/2024, Shannon Carrison



VICINITY MAP
1" = 2000'

CERTIFICATE OF DEDICATION

STATE OF WYOMING }
COUNTY OF CONVERSE }SS

THE UNDERSIGNED, MARK E. AND KATHERINE L. ROBERTS, TRUSTEES OF THE MARK E. AND KATHERINE L. ROBERTS FAMILY TRUST, DATED OCTOBER 19, 2018, DO HEREBY CERTIFY THAT THEY ARE THE OWNERS AND PROPRIETORS OF THE FOLLOWING DESCRIBED PARCEL OF LAND BEING THE S½NW¼E¼ OF SECTION 32, T.33N., R.71W., 6TH P.M., CONVERSE COUNTY, WYOMING, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE CENTER ¼ CORNER OF SAID SECTION 32 MONUMENTED BY AN ALUMINUM CAP;

THENCE S1°00'41"W, ALONG THE WEST LINE OF THE NW¼E¼, A DISTANCE OF 653.75 FEET TO THE POINT OF BEGINNING;

THENCE S89°44'17"E, ALONG THE NORTH LINE OF SAID S½NW¼E¼ OF SECTION 32, A DISTANCE OF 1354.12 FEET TO THE NORTHEAST CORNER OF THE PARCEL, FROM WHICH THE C-E ½ CORNER OF SAID SECTION 32 BEARS N0°27'09"E, A DISTANCE OF 660.53 FEET, MONUMENTED BY AN ALUMINUM CAP;

THENCE S0°27'09"W, ALONG THE EAST LINE OF SAID NW¼E¼ OF SECTION 32, A DISTANCE OF 660.53 FEET TO THE SOUTHEAST CORNER OF THE PARCEL, BEING THE SE ¼ CORNER OF SAID SECTION 32, ALSO BEING THE NORTHEAST CORNER OF LOT 2, ROBERTS SUBDIVISION, MONUMENTED BY AN ALUMINUM CAP;

THENCE N89°27'02"W, ALONG THE SOUTH LINE OF SAID NW¼E¼ OF SECTION 32 ALSO BEING THE NORTH LINE OF LOT 2, ROBERTS SUBDIVISION, A DISTANCE OF 680.25 FEET TO THE NORTHWEST CORNER OF LOT 2, ROBERTS SUBDIVISION, MONUMENTED BY AN ALUMINUM CAP;

THENCE S0°01'22"E, ALONG THE WEST LINE OF SAID LOT 2, ROBERTS SUBDIVISION, A DISTANCE OF 613.21 FEET TO THE SOUTHWEST CORNER OF SAID LOT 2, ALSO BEING THE NORTHEAST CORNER OF LOT 3, ROBERTS SUBDIVISION, MONUMENTED BY AN ALUMINUM CAP;

THENCE N89°27'05"W, ALONG THE NORTH LINE OF SAID LOT 3, ROBERTS SUBDIVISION, A DISTANCE OF 674.97 FEET TO THE NORTHWEST CORNER OF SAID LOT 3 AND A POINT ON THE EAST LINE OF THE SE½SW¼ OF SECTION 32, MONUMENTED BY AN ALUMINUM CAP;

THENCE N0°30'57"W, ALONG THE EAST LINE OF SAID SE½SW¼ OF SECTION 32, A DISTANCE OF 613.30 FEET TO THE CENTER-SOUTH ¼ CORNER OF SAID SECTION 32, MONUMENTED BY AN ALUMINUM CAP;

THENCE N1°00'41"E, ALONG THE WEST LINE OF SAID NW¼E¼ OF SECTION 32, A DISTANCE OF 653.75 FEET TO THE POINT OF BEGINNING.

THE ABOVE DESCRIBED PARCEL CONTAINS 30.01 ACRES, (1,307,416 S.F.) MORE OR LESS, AND IS SUBJECT TO ANY RIGHTS-OF-WAY AND/OR EASEMENTS, RESERVATIONS, AND ENCUMBRANCES WHICH HAVE BEEN LEGALLY ACQUIRED.

THE TRACT OF LAND, AS IT APPEARS ON THIS PLAT, IS DEDICATED WITH THE FREE CONSENT AND IN ACCORDANCE WITH THE DESIRES OF THE UNDERSIGNED OWNERS AND PROPRIETORS. THE NAME OF THE SUBDIVISION SHALL BE "ROBERTS SUBDIVISION NO. 2" AND THE OWNERS HEREBY GRANT TO THE PUBLIC AND PRIVATE UTILITY COMPANIES AN EASEMENT AND LICENSE TO LOCATE, CONSTRUCT, USE AND MAINTAIN CONDUITS, LINES, WIRES AND PIPES, ANY OR ALL OF THEM, UNDER AND ALONG THE STRIPS OF LAND MARKED "UTILITY EASEMENT" AS SHOWN ON THIS PLAT. ALL ROADS AND STREETS AS SHOWN HEREON HAVE BEEN PREVIOUSLY DEDICATED TO THE USE OF THE PUBLIC.

MARK E. & KATHERINE L. ROBERTS FAMILY TRUST
P.O. BOX 934
DOUGLAS, WYOMING 82633

APPROVALS

APPROVED BY THE CONVERSE COUNTY PLANNING AND ZONING COMMISSION,
THIS _____ DAY OF _____, 2024.

CHAIRMAN OF THE CONVERSE COUNTY PLANNING & ZONING COMMISSION

APPROVED BY THE CONVERSE COUNTY COMMISSIONERS,
THIS _____ DAY OF _____, 2024.

ATTEST: _____
COUNTY CLERK

CHAIRMAN OF THE BOARD OF COUNTY COMMISSIONERS

NOTES

- ERROR OF CLOSURE EXCEEDS 1:350,000.
- BASIS OF BEARINGS IS THE WYOMING STATE PLANE COORDINATE SYSTEM, EAST ZONE, NAD 1983/86.
- NO PUBLIC MAINTENANCE OF ROADS - CONVERSE COUNTY NOT RESPONSIBLE FOR MAINTENANCE OF SUBDIVISION ROADS.
- THE SURFACE ESTATE OF THE LAND TO BE SUBDIVIDED IS SUBJECT TO FULL AND EFFECTIVE DEVELOPMENT OF THE MINERAL ESTATE.
- THERE IS NO CENTRALIZED SEWAGE SYSTEM PROPOSED.
- THERE IS NO CENTRALIZED WATER SYSTEM FROM THE CITY OF DOUGLAS.
- SUBJECT PROPERTY IS LOCATED IN FLOOD ZONE "X", AS PER FIRM 56009C1400D, EFFECTIVE 11/4/2009.
- PERMITTED SEPTIC SYSTEMS AS SHOWN AND LABELED. ALL OTHERS HAVE NOT BEEN PERMITTED AT THE TIME OF THIS PLAT.
- SUBDIVIDER IS RESPONSIBLE FOR INSTALLING FENCE AROUND PERIMETER OF SUBDIVISION.

CERTIFICATE OF SURVEYOR

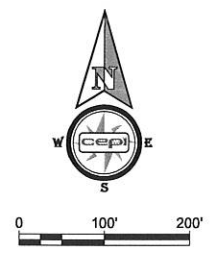
STATE OF WYOMING }
COUNTY OF NATRONA }SS

I, WILLIAM R. FEHRINGER, A REGISTERED PROFESSIONAL LAND SURVEYOR, LICENSE NO. 5528, DO HEREBY CERTIFY THAT THIS PLAT WAS MADE FROM NOTES TAKEN DURING AN ACTUAL SURVEY MADE UNDER MY DIRECT SUPERVISION IN JULY, 2019, AND THAT THIS PLAT, TO THE BEST OF MY KNOWLEDGE AND BELIEF, CORRECTLY AND ACCURATELY REPRESENTS SAID SURVEY. ALL BEING TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF.

THE FOREGOING INSTRUMENT WAS ACKNOWLEDGED BEFORE ME BY WILLIAM R. FEHRINGER
THIS _____ DAY OF _____, 2024.

WITNESS MY HAND AND OFFICIAL SEAL.
MY COMMISSION EXPIRES _____

NOTARY PUBLIC



- LEGEND**
- ▲ SET BRASS CAP
 - SET MONUMENT 5/8" REBAR & ALUMINUM CAP
 - FOUND MONUMENT AS NOTED



**PLAT OF
THE S1/2NW1/4SE1/4 OF SECTION 32, T.33N., R.71W.,
AND A REPLAT OF LOT 1, ROBERTS SUBDIVISION**

AS
ROBERTS SUBDIVISION No. 2

BEING ALL OF THE NW1/4SE1/4 AND THE
NW1/4SW1/4SE1/4 OF SECTION 32
T.33N., R.71W., 6TH P.M.
CONVERSE COUNTY WYOMING

W.O. 24-192

**DOUGLAS PLANNING COMMISSION
STAFF REPORT
OCTOBER 21, 2024**

Proposed Roberts Subdivision No. 2 Minor Subdivision

CASE NUMBER: CCSUB 03-24

PREPARED BY: Heidi McCullough, Planning Technician

MEETING DATES: October 21, 2024 – Planning and Zoning Commission
October 28, 2024 – Douglas City Council

RECOMMENDATION: The Community Development staff recommends approval of the Roberts No. 2 Subdivision, Converse County, Wyoming, with reservations as to the future development of the property given the absence of county zoning regulations.

VICINITY MAP:



OWNERS: Mark & Katherine Roberts
P.O. Box 934
Douglas, WY 82633

PURPOSE: Creation of 6 lots from two lots for commercial and residential purposes.

LOCATION: The subject property is located at 14 J Road on the north side of Highway 59.

SIZE: Area: 29.92 Acres

ZONING: N/A

EXISTING LAND USE: Vacant

PROPOSED USE: Dividing the property into 6 lots with road access to allow for future development of property.

RECOMMENDED LAND USE PER ADOPTED PLAN: N/A

PLAT DATA: Lot 1: 4.76 acres
Lot 2: 4.78 acres
Lot 3: 5.11 acres
Lot 4: 5.10 acres
Lot 5: 5.13 acres
Lot 6: 5.13 acres

SUBDIVISION STANDARDS: N/A

ADDITIONAL INFRASTRUCTURE REQUIRED: No additional infrastructure required at this time.

ANALYSIS: This application is being considered per Wyoming Statute 18-5-308, which states any part of a subdivision within one mile of the boundaries of an incorporated city must obtain the approval of its governing body.

Both lots would be accessed from Powder River Road and J Road, accesses off of Highway 59. Water and sewage disposal would be provided by private wells and septic systems.

The location is in the Planning Area, as designated in the City of Douglas Master Plan, adopted in 2014. Land included in this area is anticipated to be a possible site of annexation within a 20–30-year period, making long range impacts to the property important to future City growth needs. The site is visible from Interstate Highway 59, influencing the perceptions of travelers of the community. The city’s strong preference would be for any activity to be developed in a manner similar to City of Douglas Industrial zoning standards.

STAFF RECOMMENDATION: The Planning & Community Development staff recommends approval of the Roberts No. 2 County Subdivision with reservations as to future development of the property given the lack of county zoning regulations.

**DOUGLAS PLANNING AND ZONING COMMISSION
STAFF REPORT
OCTOBER 21, 2024**

**PART OF OUTLOT C (ADJACENT TO 308 W. POPLAR STREET)
KEEPING OF LIVESTOCK – CONDITIONAL USE PERMIT**

CASE NUMBER: CUP 07-24

PREPARED BY: Heidi McCullough, Planning Technician

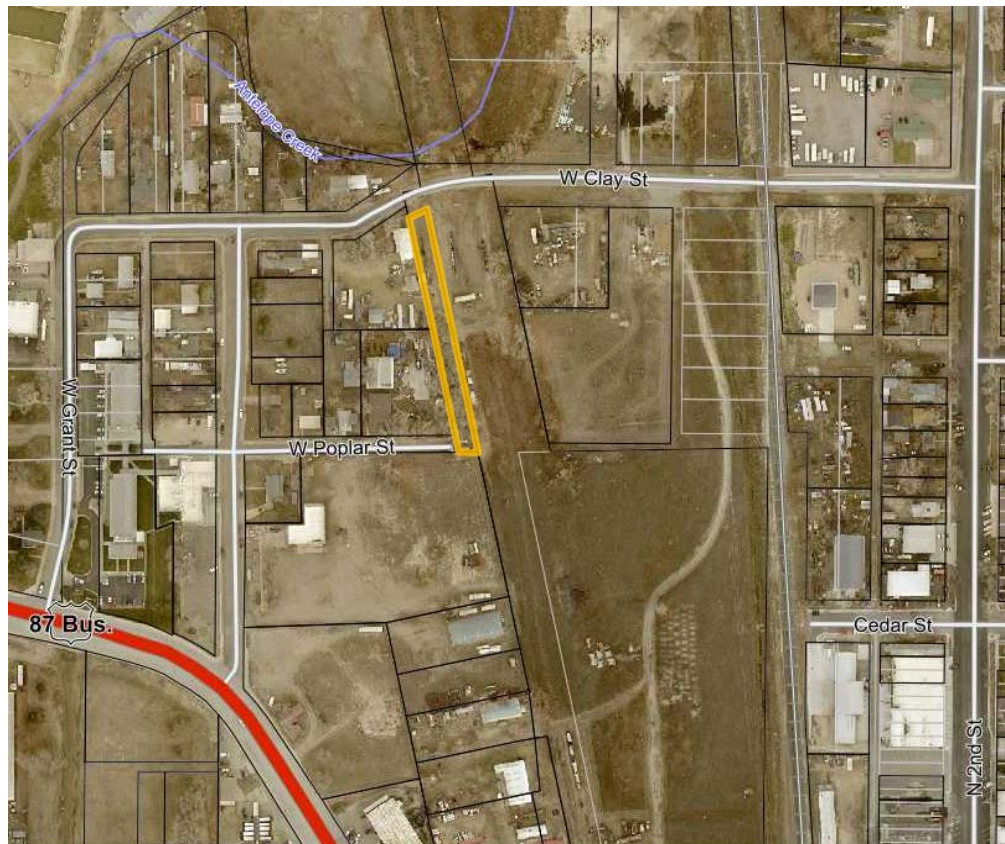
MEETING DATES: October 21, 2024 – Planning and Zoning Commission
October 28, 2024 – City Council

REQUEST: Conditional Use Permit, I Industrial Zone

PURPOSE: To operate keep 4 goats on an undeveloped lot for weed abatement.

RECOMMENDATION: The Community Development Department recommends approval of the conditional use permit to allow the keeping of livestock at Part of Outlot C (the lot east of 308 W. Poplar Street) in an I Industrial Zone with staff recommendations.

VICINITY MAP:



OWNER: Echo Stock
307 Clay Street
Douglas, WY 82633

APPLICANT: Mike Hageman
308 W. Poplar Street
Douglas, WY 82633

LOCATION:

- (1) Legal Description: Original Town on Douglas, Part of Outlot C
- (2) General Location: The subject property is located in the undeveloped area between West Poplar Street and West Clay Street, between the railroad tracks and First Street West.
- (3) Address: n/a

LOT SIZE: 0.37 Acres

ZONING: I Industrial Zone



ZONING DATA: The property is currently zoned I, Industrial Zoning District. This district is “intended to provide for wholesale trade, storage and warehousing, trucking and transportation terminals, light and heavy manufacturing uses and similar activities.” Per the Douglas Municipal Code, keeping of livestock are permitted as a Conditional Use in an I 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: Vacant

PROPOSED USE: Vacant.

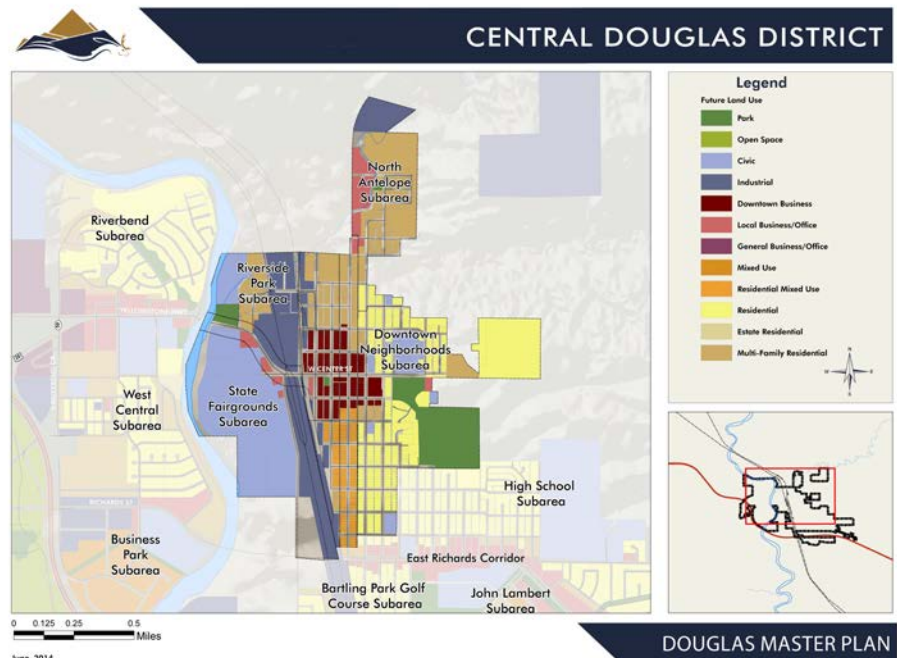
SURROUNDING LAND USE:		ZONING	ANNEXATION STATUS
North:	Vacant	R-2	City
South:	Industrial	I	City
East:	Vacant	I	City
West:	Residential	R-2 & I	City

HISTORY: This property was dedicated to the City in 1886 as a portion of the Original Town of Douglas, Part of Outlot C and was initially a portion of the railroad right-of-way.

2014 MASTER PLAN:

The property is designated as part of the Riverside Park Subarea of the Central Douglas District.

”Riverside Park area is expected to continue to grow into a highly amenitized area. The park and river trail and its associated amenities will continue to be improved. Higher quality multi family developments should be encouraged. Industrial areas should be carefully integrated with residential areas.”



The request conforms to the Douglas Master Plan.

FY2025 STRATEGIC DOING: Conditional Use Permits are not referenced in the FY2025 Strategic Doing as Key Performance Indicator (KPI).

STAFF RECOMMENDATION: The Community Development Department recommends approval of the conditional use permit to allow keeping of livestock at Part of Outlot C (the lot east of 308 W. Poplar Street) in an I Industrial Zone with the following staff recommendations:

1. The conditional use permit to keep livestock is specific to Mike Hageman. If this property owner and/or agent, in the future, cease operation or moves the facility to another location, the Conditional Use Permit shall be null and void for the subject property.
2. The conditional use permit is to allow the keeping of four (4) sheep.
3. Livestock shall be kept in the southern half of the identified parcel as shown in red on the “Livestock Location Map” below.
4. An animal health certificate by a licensed veterinarian must be available for each animal upon request.
5. Animals must be kept in a safe and secure enclosure of appropriate size for the number of livestock. Appropriate shelter from the elements shall be provided.
6. Provisions must be made for the removal of excrement from the property on a regular basis and all efforts made to prevent offensive odor, an excessive number of flies or other insects, or otherwise unsanitary conditions.



