



CITY OF **DOUGLAS** WYOMING

REGULAR PLANNING COMMISSION MEETING

April 21, 2025 – 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 June 24, 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. **CUP 01-25:** Application by Vance Kunz & Lauren Davenport for a Conditional Use Permit to operate a Short-Term Rental in an R-1 Neighborhood Residential Zone at 119 Feather Street (West Plains Addition, Block 2, Lot 27)
 - B. **CCSUB 02-25:** An application by Frank Foster for the Foster Subdivision at 701 Clay Street in the County.
 - C. **CCSUB 03-25:** An application by Mark and Katherine Roberts for the Roberts No. 2 Subdivision in the County.
 - D. **CCSUB 04-25:** An application by Mark and Katherine Roberts for Roberts Subdivision Lots 6 & 7 in the County.
- VI. Code Considerations
 - A. Landscaping
- VII. Staff Report – City Council Action on Forwarded Items
 - A. **DEV 01-25:** Application by Amundsen Associates to build a community center

in an R-1 Neighborhood Residential Zone at Meadow Acres #2, Block 3, Lots 1-37 INC, Block 4 Lots 1-21 INC.

- B. **DEV 02-25:**Application by Eastern Wyoming Community College District for a Type B Development to build an additional building on their campus in ta PLI-Planned Light Industrial Zone at Douglas Buisness Park, Lot 39 (800 S. Wind River Drive).

VIII. Appointment to Downtown Historic District Review Panel

IX. Adjournment

[MEET_FOOT]

**DOUGLAS PLANNING AND ZONING COMMISSION
STAFF REPORT
APRIL 21, 2025**

**119 FEATHER STREET
SHORT-TERM RENTAL – CONDITIONAL USE PERMIT**

CASE NUMBER: CUP 01-25

PREPARED BY: Heidi McCullough, Planning Technician

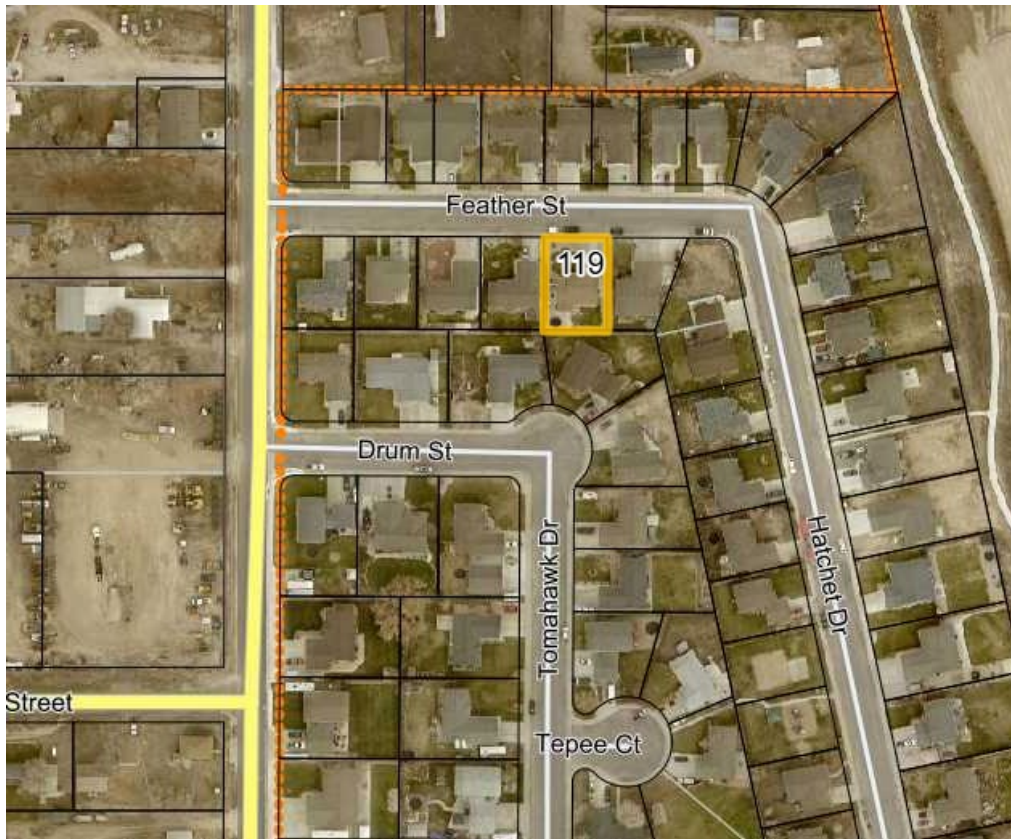
MEETING DATES: April 21, 2025 – Planning and Zoning Commission
April 28, 2025 – City Council

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 119 Feather Street in an R-1 Neighborhood Residential Zone with staff recommendations.

VICINITY MAP:



OWNER: Vance Kunz
119 Feather Street
Douglas, WY 82633

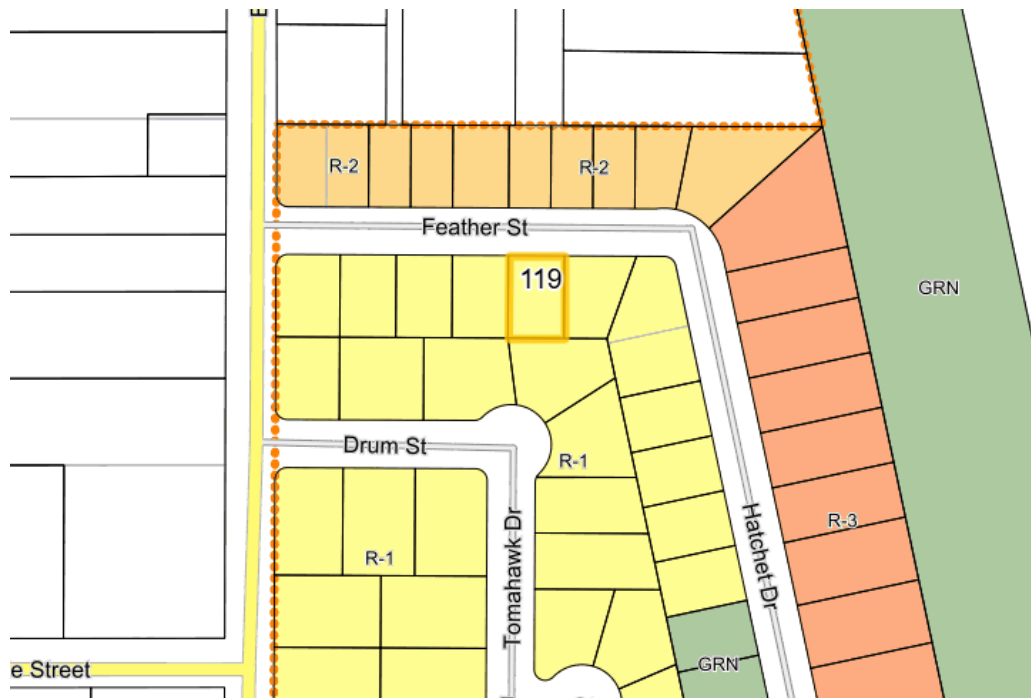
APPLICANT: Vance Kunz & Lauren Davenport
119 Feather Street
Douglas, WY 82633

LOCATION:

- (1) Legal Description: West Plains, Block 2, Lot 27
- (2) General Location: The subject property is located in the middle of the block on the south side of Feather Street between Brownfield Road and Hatchet Drive.
- (3) Address: 119 Feather Street

LOT SIZE: 0.17 Acres

ZONING: R-1 Neighborhood Residential Zone



ZONING DATA: The property is currently zoned R-1, Neighborhood Residential Zoning District. 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.” Per the Douglas Municipal Code, short-term rentals are permitted as a Conditional Use in an R-1 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

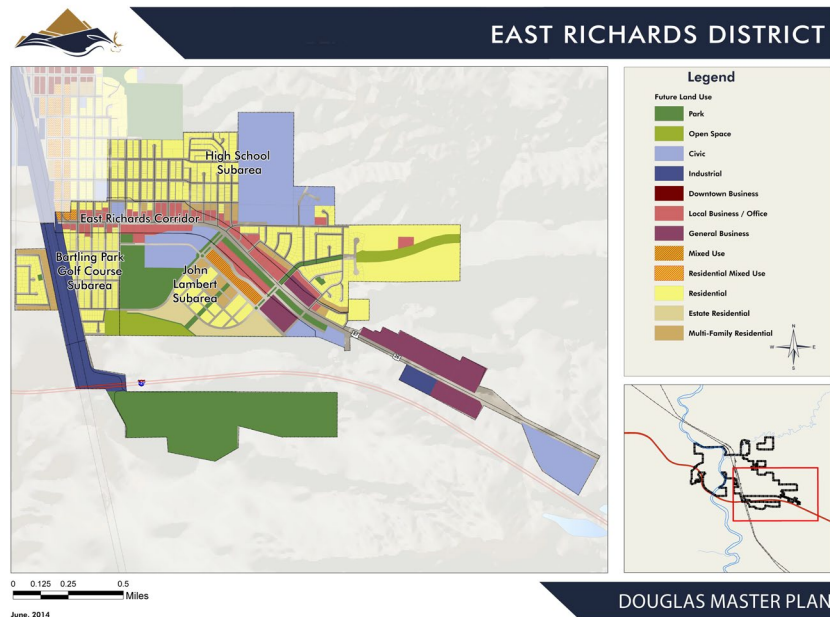
SURROUNDING LAND USE:	ZONING	ANNEXATION STATUS
North: Residential	R-2	City
South: Residential	R-1	City
East: Residential	R-3	City
West: Residential	R-1	City

HISTORY: This property was dedicated to the City in 1979 as a portion of the Brownfield Hamilton Tracts and this lot was created as part of the West Plains Addition. The structure was originally built in 2007 and has remained unchanged throughout its history. The applicant is planning to rent the home as a short-term rental year-round.

2014 MASTER PLAN:

The property is designated as part of the Brownfield subarea of the East Richards District. *“This area contains stable single-family residential homes but has the potential for residential infill and expansion and development of new neighborhood amenities.”*

The request conforms to the Douglas Master Plan.



FY2025 STRATEGIC DOING: Short-term rentals are not referenced in the FY2025 Strategic Doing as Key Performance Indicator (KPI).

PUBLIC COMMENTS: The City received one comment in favor of the application.

STAFF RECOMMENDATION: The Community Development Department recommends approval of the conditional use permit to allow the short-term rental of the dwelling at 119 Feather Street in an R-1 Neighborhood Residential Zone with the following staff recommendations:

1. The conditional use permit to provide short-term rental the residence is specific to Vance Kunz & Lauren Davenport. 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.

**DOUGLAS PLANNING COMMISSION
STAFF REPORT
APRIL 21, 2025**

Proposed Foster Subdivision

CASE NUMBER: CCSUB 02-25

PREPARED BY: Heidi McCullough, Planning Technician

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

RECOMMENDATION: The Community Development staff recommends approval of the Foster Subdivision Converse County, Wyoming, with reservations as to the future development of the property given the absence of county zoning regulations.

VICINITY MAP:



OWNERS: Frank Foster
701 E. Clay
Douglas, WY 82633

PURPOSE: To combine 13 lots, a portion of North 5th Street, a portion of the 6.5 alley, a portion of Clay Street, Outlot W, and part of Outlot Y into a single tract of land for residential purposes.

LOCATION: The subject property is adjacent to city limits at the east end of Clay Street and north of North 6th Street and North 7th Street at 701 Clay Street.

SIZE: Area: 7.26 Acres

ZONING: N/A

EXISTING LAND USE: Vacant and residential

PROPOSED USE: Replatting multiple parcels of land to create a single tract of land for residential purposes.

RECOMMENDED LAND USE PER ADOPTED PLAN: N/A

PLAT DATA: Lot 1: 7.26 Acres

SUBDIVISION STANDARDS: N/A

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

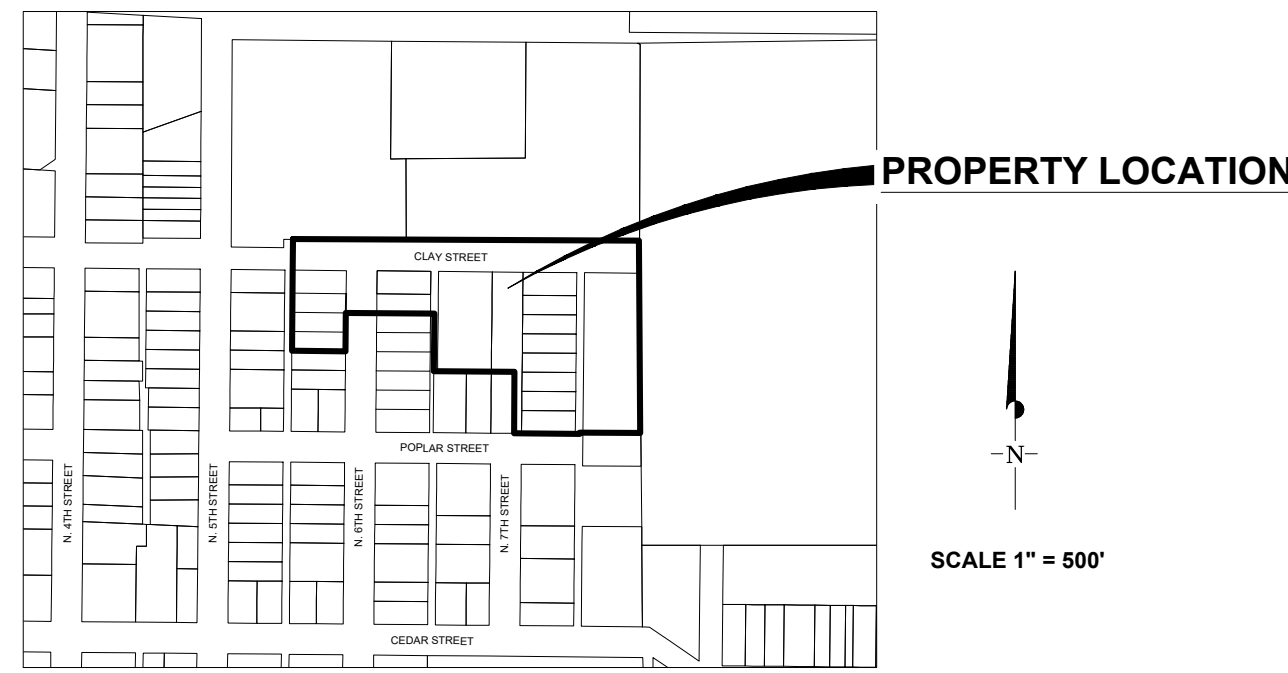
ANALYSIS: This application is being considered per Wyoming Statute 18-5-308, which states any part of a subdivision within one mile of the boundaries of an incorporated city must obtain the approval of its governing body.

The lot would be accessed Clay Street. Sewage disposal would be provided by a septic system; water is sourced from the City and private wells.

The City requested easements for existing City utilities as shown on the provided plat.

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.

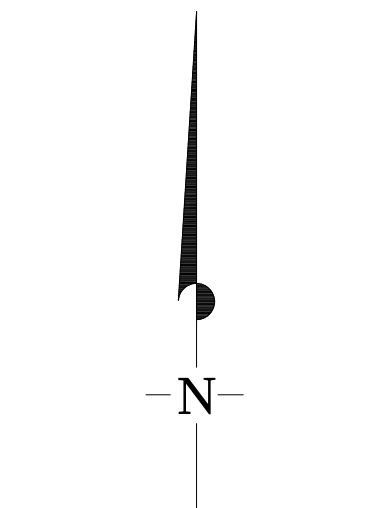
STAFF RECOMMENDATION: The Planning & Community Development staff recommends approval of the Foster County Subdivision with reservations as to future development of the property given the lack of county zoning regulations.



VICINITY MAP
CONVERSE COUNTY, WYOMING

NOTES

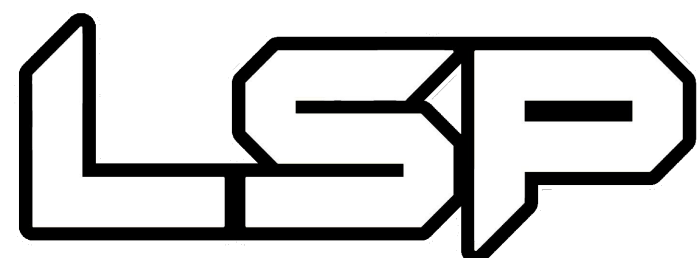
- ERROR OF CLOSURE EXCEEDS 1:767,932
- BEARINGS AND COORDINATES ARE BASED ON THE WYOMING STATE PLANE COORDINATES, EAST ZONE, NAD 1983.
- DISTANCES ARE GROUND, US SURVEY FEET.
- NO PUBLIC MAINTENANCE OF ROADS - CONVERSE COUNTY NOT RESPONSIBLE FOR MAINTENANCE OF SUBDIVISION ROADS.
- NO PROPOSED CENTRALIZED DOMESTIC WATER SOURCE
 - WATER AVAILABILITY AND QUALITY IS UNPROVEN FOR ALL LOTS. POTENTIAL BUYERS AND OWNERS ARE ADVISED TO HIRE A REPUTABLE WELL DRILLING CONTRACTOR AND CONSTRUCT/COMPLETE THEIR WELLS WITHIN GUIDELINES DESCRIBED IN THE STATE ENGINEER'S OFFICE "RULES AND REGULATIONS, PART III, WATER WELL MINIMUM CONSTRUCTION STANDARDS." AN APPROVED PERMIT FROM THE WYOMING STATE ENGINEER'S OFFICE SHALL BE OBTAINED PRIOR TO DRILLING A WATER WELL.
- NO PROPOSED PUBLIC SEWAGE DISPOSAL SYSTEM.
- THE SURFACE ESTATE OF THE LAND TO BE SUBDIVIDED IS SUBJECT TO FULL AND EFFECTIVE DEVELOPMENT OF THE MINERAL ESTATE.
- PER CONVERSE COUNTY SUBDIVISION REGULATIONS, CHAPTER 4, SECTION VII, THE SUBDIVIDER(S) ARE RESPONSIBLE FOR THE CONSTRUCTION OF PERIMETER FENCING.
- LOTS ARE NOT A PART OF A FIRE PROTECTION DISTRICT AND FIRE PROTECTION IS NOT OTHERWISE PROVIDED.
- UTILITY EASEMENTS ARE DEDICATED AS SHOWN AND DELINEATED HEREON.
- UTILITY EASEMENT DEDICATED TO CITY OF DOUGLAS FOR ACCESS TO AND MAINTENANCE OF UTILITY LINE WITHIN.



BEARINGS ARE BASED ON THE WYOMING COORDINATE SYSTEM NAD 1983, EAST ZONE. DISTANCES ARE GROUND. DAF = 1.0002624150. SCALE: 1" = 30'

LEGEND

- = FOUND QUARTER CORNER
- = FOUND ALUMINUM CAP (AS NOTED)
- = FOUND REBAR
- = FOUND PLASTIC CAP
- = SET ALUMINUM CAP (LS 14558)
- = SUBDIVISION BOUNDARY LINE
- = LOT LINE TO BE VACATED
- = PLSS QUARTER SECTION LINE
- = ADJOINER PROPERTY LINE
- = UTILITY EASEMENT LINE



110 West Angus Street 849 CY Ave
Buffalo, WY 82834 Casper, Wyoming 82601
P: (307) 278-0100 P: (307) 337-1100

PROJ. # 24056 • APRIL 2, 2025 • DRAWN BY: KLC • CHECKED BY: ALM

RECORDED

STATE OF WYOMING)
) SS
COUNTY OF CONVERSE)

THIS INSTRUMENT WAS FILED FOR RECORD THIS _____ DAY OF _____, 2025, AT _____ O'CLOCK
_____, M., AND DULY RECORDED IN CABINET _____ ON SLIDE _____.

FILING No. _____
REGISTER OF DEEDS

APPROVALS

APPROVED BY THE CITY OF DOUGLAS, WYOMING THIS _____ DAY OF _____, 2025.

City Mayor or Designated Representative _____ Attest: City Clerk _____

APPROVED BY THE CONVERSE COUNTY PLANNING AND ZONING COMMISSION THIS _____ DAY OF _____, 2025.

Chairman of the Converse County Planning & Zoning Commission _____

APPROVED BY THE CONVERSE COUNTY BOARD OF COUNTY COMMISSIONERS THIS _____ DAY OF _____, 2025.

Chairman of the Board of County Commissioners _____ Attest: County Clerk _____

**A VACATION AND REPLAT OF
A PORTION OF VACATED NORTH SEVENTH STREET,
A PORTION OF NORTH SIXTH STREET, A PORTION OF CLAY STREET,
A PORTION OF THE ALLEY BETWEEN BLOCK 72 OF THE PHILLIPS ADDITION AND OUTLOT W,
THE VACATED ALLEY LYING EAST OF LOTS 1 TO 8 OF BLOCK 78 OF THE ANTELOPE ADDITION AND
WEST OF OUTLOT Y OF PHILLIPS ADDITION,
A PORTION OF OUTLOT Y, THE NORTH 260 FEET OF OUTLOT W,
LOTS 1 & 2, BLOCK 72 AND LOTS 9 TO 12, BLOCK 71, PHILLIPS ADDITION
AND LOTS 1 TO 8, BLOCK 78, ANTELOPE ADDITION,
CONVERSE COUNTY, WYOMING
AS
FOSTER SUBDIVISION
A SUBDIVISION IN CONVERSE COUNTY, WYOMING.
SITUATED IN AND BEING A PORTION OF THE
NE1/4NW1/4 OF SECTION 9, TOWNSHIP 32 NORTH, RANGE 71 WEST
6TH P.M., CONVERSE COUNTY, WYOMING**

CERTIFICATE OF DEDICATION

THE CITY OF DOUGLAS, CONVERSE COUNTY, WYOMING THROUGH ITS MAYOR AND THE UNDERSIGNED, FRANK & MELINA FOSTER, DO HEREBY CERTIFY THAT THEY ARE THE OWNERS AND PROPRIETORS OF A PORTION OF VACATED NORTH SEVENTH STREET, A PORTION OF NORTH SIXTH STREET, A PORTION OF CLAY STREET, A PORTION OF THE ALLEY BETWEEN BLOCK 72 OF THE PHILLIPS ADDITION AND OUTLOT W, THE VACATED ALLEY LYING EAST OF LOTS 1 TO 8 OF BLOCK 78 OF THE ANTELOPE ADDITION AND WEST OF OUTLOT Y OF PHILLIPS ADDITION, A PORTION OF OUTLOT Y, THE NORTH 260 FEET OF OUTLOT W, LOTS 1 & 2, BLOCK 72 AND LOTS 9 TO 12, BLOCK 71, PHILLIPS ADDITION AND LOTS 1 TO 8, BLOCK 78, ANTELOPE ADDITION, CONVERSE COUNTY, WYOMING, AND HEREBY VACATES SAID PARCELS OF LAND AND HEREBY REPLATS SAID PARCELS OF LAND INTO "FOSTER SUBDIVISION", A SUBDIVISION IN CONVERSE COUNTY, WYOMING AS SHOWN HEREON. BEING MORE PARTICULARLY DESCRIBED BY METES AND BOUNDS AS FOLLOWS:

COMMENCING AT THE NORTH QUARTER CORNER OF SECTION 9, TOWNSHIP 32 NORTH, RANGE 71 WEST, MONUMENTED BY A SANDSTONE;
THENCE S00°07'13"W, 515.52 FEET ALONG THE WEST LINE OF THE NW1/4NE1/4, TO A PLASTIC CAP, BEING THE SOUTHEAST CORNER OF VACATED BLOCK 77 OF ANTELOPE ADDITION TO THE TOWN OF DOUGLAS, THE NORTHEAST CORNER OF THE RIGHT-OF-WAY OF CLAY STREET, AND THE NORTHEAST CORNER OF THE PARCEL BEING DESCRIBED, ALSO BEING THE POINT OF BEGINNING;
THENCE CONTINUING ALONG THE WEST LINE OF THE NW1/4NE1/4, THE EAST RIGHT-OF-WAY OF CLAY STREET, THE EAST LINE OF OUTLOT Y, AND THE EAST LINE OF THE PARCEL BEING DESCRIBED, S00°07'13"W, 500.03 FEET TO THE SOUTHEAST CORNER OF SAID PARCEL, MONUMENTED BY A 2-1/2" ALUMINUM CAP STAMPED PLS 14558;
THENCE ALONG THE SOUTH LINE OF THE PARCEL OF LAND BEING DESCRIBED AND THE NORTH LINE OF THE TRACT DESCRIBED IN THE DEED FILED IN BOOK 1191 ON PAGE 763 OF THE CONVERSE COUNTY RECORDS N89°42'06"W, 148.58 FEET TO A 2" ALUMINUM CAP STAMPED PLS 5300;
THENCE ALONG THE WEST LINE OF THE TRACT DESCRIBED IN THE DEED FILED IN BOOK 1191 ON PAGE 763 OF THE CONVERSE COUNTY RECORDS S01°02'33"W, 3.57 FEET TO A 2-1/2" ALUMINUM CAP, STAMPED PLS 14558;
THENCE ALONG THE NORTH LINE OF BLOCK 78 OF ANTELOPE ADDITION N89°32'03"W, 171.03 FEET TO A 2-1/2" ALUMINUM CAP, STAMPED PLS 14558;
THENCE ALONG THE EAST LINE OF THE TRACT DESCRIBED IN THE DEED FILED IN BOOK 1497 ON PAGE 37 OF THE CONVERSE COUNTY RECORDS N00°27'57"E, 160.00 FEET TO A 2-1/2" ALUMINUM CAP, STAMPED PLS 14558;
THENCE ALONG THE NORTH LINE OF THE TRACT DESCRIBED IN THE DEED FILED IN BOOK 1497 ON PAGE 37 OF THE CONVERSE COUNTY RECORDS AND THE NORTH LINE OF THE TRACT DESCRIBED IN THE DEED FILED IN BOOK 1632 ON PAGE 350 OF THE CONVERSE COUNTY RECORDS N89°32'03"W, 210.00 FEET TO A 2-1/2" ALUMINUM CAP, STAMPED PLS 14558;
THENCE N00°27'57"E, 150.00 FEET TO A 2-1/2" ALUMINUM CAP, STAMPED PLS 14558;
THENCE N89°31'04"W, 230.10 FEET TO THE NORTHEAST CORNER OF LOT 11, BLOCK 71 OF PHILLIPS ADDITION, MONUMENTED BY A 2-1/2" ALUMINUM CAP, STAMPED PLS 14558;
THENCE ALONG THE EAST LINE OF THE BLOCK 71 OF PHILLIPS ADDITION, S00°28'53"W, 99.98 FEET TO A 2-1/2" ALUMINUM CAP, STAMPED PLS 14558;
THENCE ALONG THE SOUTH LINE OF LOT 12, BLOCK 71 OF PHILLIPS ADDITION N89°27'40"W, 139.80 FEET TO THE SOUTHWEST CORNER THEREOF, MONUMENTED BY A 2-1/2" ALUMINUM CAP, STAMPED PLS 14558;
THENCE ALONG THE WEST LINE BLOCK 71 OF PHILLIPS ADDITION N00°28'53"E, 290.50 FEET TO THE A POINT ON THE NORTH RIGHT-OF-WAY LINE OF CLAY STREET, MONUMENTED BY A 2-1/2" ALUMINUM CAP, STAMPED PLS 14558;
THENCE ALONG THE NORTH RIGHT-OF-WAY OF CLAY STREET S89°44'33"E, 896.48 FEET TO THE POINT OF BEGINNING.

THE ABOVE DESCRIBED PARCEL OF LAND CONTAINING 7.26 ACRES, MORE OR LESS, AND ARE SUBJECT TO ANY AND ALL RIGHTS-OF-WAY, EASEMENTS, RESERVATIONS, AND ENCUMBRANCES WHICH HAVE BEEN LEGALLY ACQUIRED.

THE PLAT OF THESE LOTS AS THEY APPEAR ON THIS PLAT IS WITH THE FREE CONSENT, AND IN ACCORDANCE WITH THE DESIRES OF THE UNDER-SIGNED OWNER(S) AND PROPRIETOR(S), SAID PLAT IS A VACATION AND REPLAT OF A PORTION OF VACATED NORTH SEVENTH STREET, A PORTION OF NORTH SIXTH STREET, A PORTION OF CLAY STREET, A PORTION OF THE ALLEY BETWEEN BLOCK 72 OF THE PHILLIPS ADDITION AND OUTLOT W, THE VACATED ALLEY LYING EAST OF LOTS 1 TO 8 OF BLOCK 78 OF THE ANTELOPE ADDITION AND WEST OF OUTLOT Y OF PHILLIPS ADDITION, A PORTION OF OUTLOT Y, THE NORTH 260 FEET OF OUTLOT W, LOTS 1 & 2, BLOCK 72 AND LOTS 9 TO 12, BLOCK 71, PHILLIPS ADDITION AND LOTS 1 TO 8, BLOCK 78, ANTELOPE ADDITION, CONVERSE COUNTY, WYOMING, AS "FOSTER SUBDIVISION" A SUBDIVISION IN CONVERSE COUNTY, WYOMING. THE OWNER(S) AND PROPRIETOR(S) 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, OVER, ALONG, AND ACROSS THE AREAS DELINEATED AS UTILITY EASEMENT AS SHOWN ON THIS PLAT.

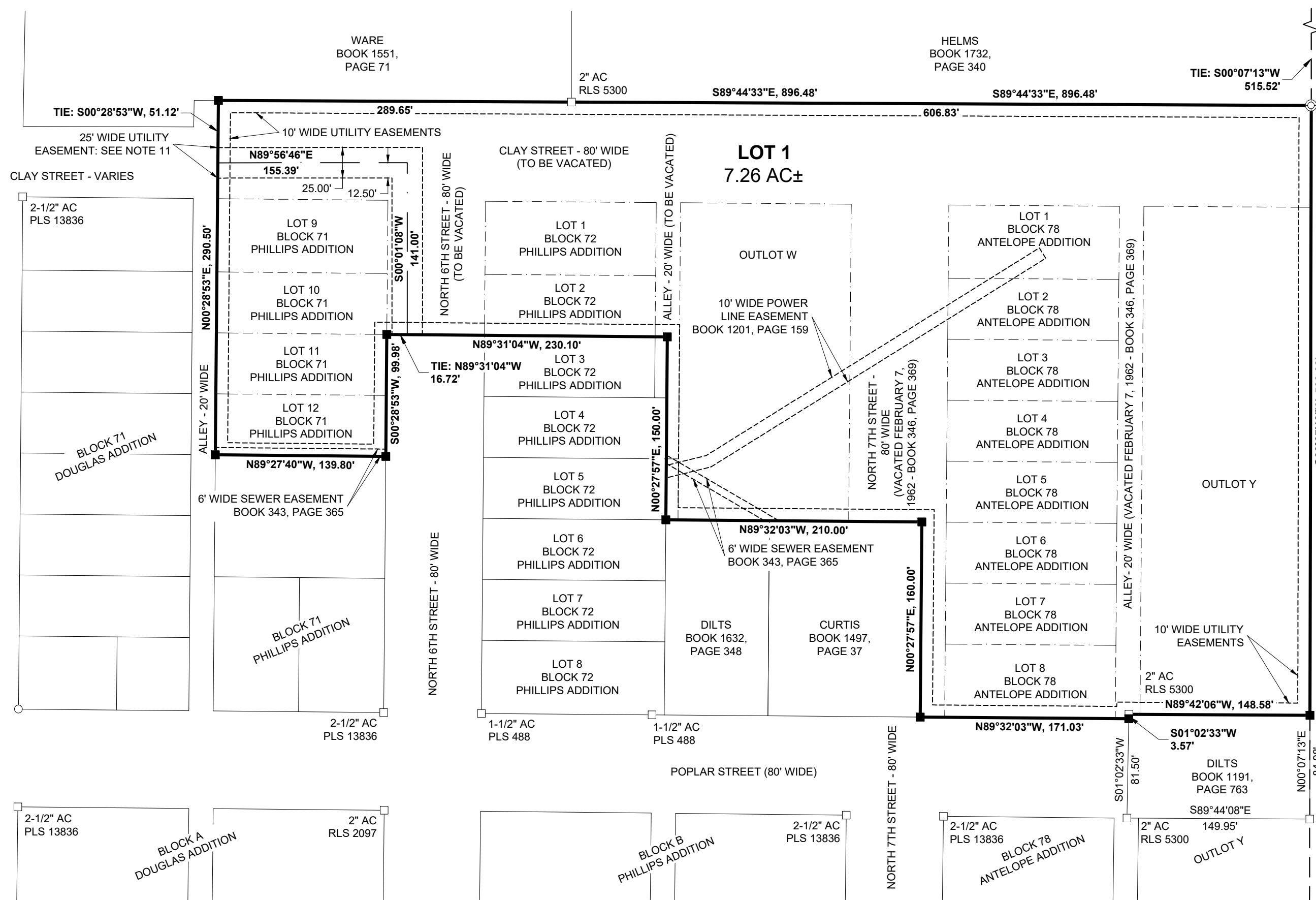
EXECUTED THIS _____ DAY OF _____, 2025.

BY: FRANK FOSTER BY: MELINA FOSTER BY: KIM PEXTON, MAYOR OF THE CITY OF DOUGLAS

STATE OF WYOMING)
) SS
COUNTY OF CONVERSE)

THE FOREGOING INSTRUMENT WAS ACKNOWLEDGED BEFORE ME THIS _____ DAY OF _____, 2025, BY FRANK FOSTER AS A FREE AND VOLUNTARY ACT AND DEED.
THE FOREGOING INSTRUMENT WAS ACKNOWLEDGED BEFORE ME THIS _____ DAY OF _____, 2025, BY MELINA FOSTER AS A FREE AND VOLUNTARY ACT AND DEED.
THE FOREGOING INSTRUMENT WAS ACKNOWLEDGED BEFORE ME THIS _____ DAY OF _____, 2025, BY KIM PEXTON, MAYOR OF THE CITY OF DOUGLAS, WYOMING AS A FREE AND VOLUNTARY ACT AND DEED.

WITNESS MY HAND AND OFFICIAL SEAL
NOTARY PUBLIC MY COMMISSION EXPIRES NOTARY PUBLIC MY COMMISSION EXPIRES NOTARY PUBLIC MY COMMISSION EXPIRES



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 OF "FOSTER SUBDIVISION", A SUBDIVISION IN CONVERSE COUNTY, WYOMING, AS LAID OUT, PLATTED, DEDICATED AND SHOWN HEREON, AND THAT THIS PLAT WAS MADE FROM AN ACCURATE FIELD SURVEY OF SAID PROPERTY CONDUCTED BY ME OR OTHERS UNDER MY DIRECT SUPERVISION AND THAT THE PHYSICAL AND MATHEMATICAL DETAILS SHOWN HEREON ARE CORRECT AT THE TIME OF SAID SURVEY.



STATE OF WYOMING)
) SS
COUNTY OF JOHNSON)

THE FOREGOING INSTRUMENT WAS ACKNOWLEDGED BEFORE ME THIS _____ DAY OF _____, 2025, BY AARON L. MONEY, PLS AS A FREE AND VOLUNTARY ACT AND DEED.

WITNESS MY HAND AND OFFICIAL SEAL

NOTARY PUBLIC MY COMMISSION EXPIRES

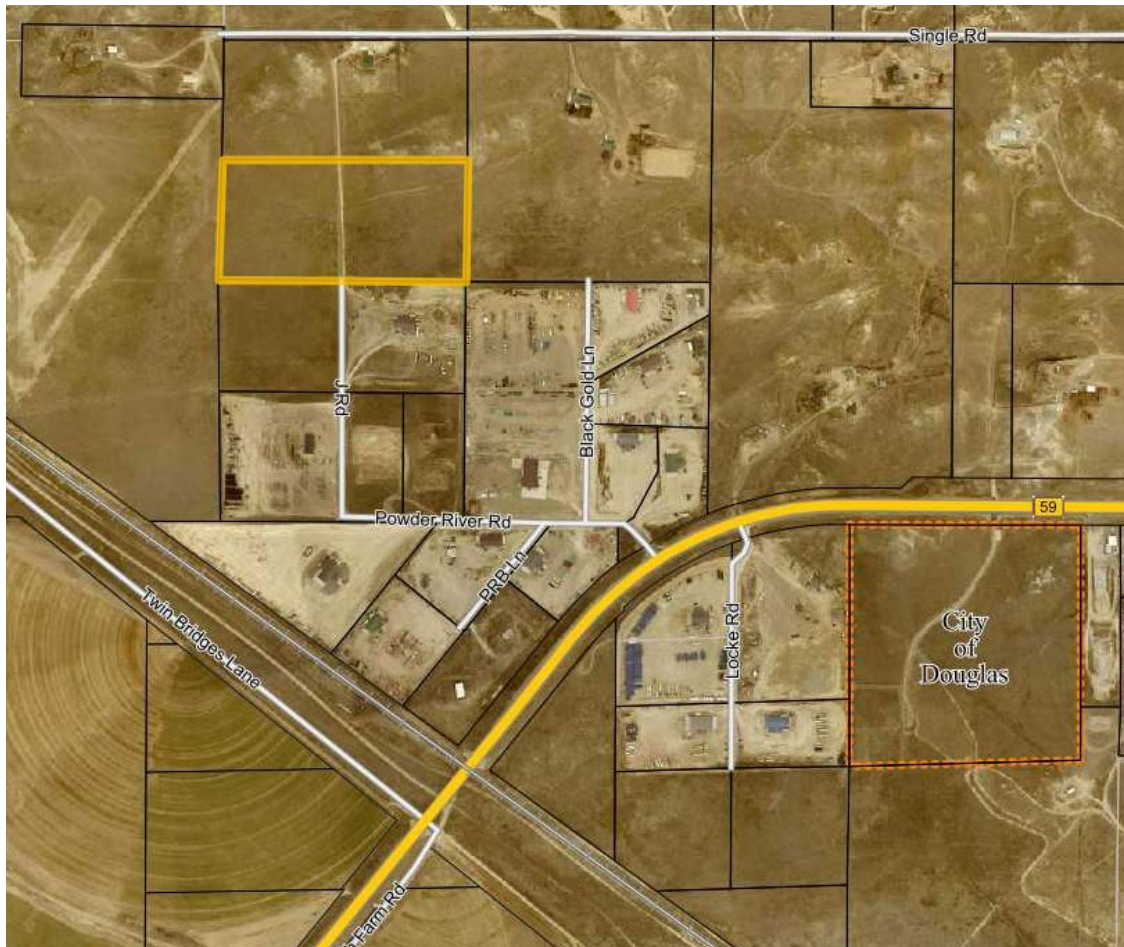
**DOUGLAS PLANNING COMMISSION
STAFF REPORT
APRIL 21, 2025**

Proposed Roberts Subdivision No. 2 Minor Subdivision

CASE NUMBER: CCSUB 03-25
PREPARED BY: Heidi McCullough, Planning Technician
MEETING DATES: April 21, 2024 – Planning and Zoning Commission
April 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: To divide a lot into 4 lots for commercial and residential purposes.

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

SIZE: Area: 20.38 Acres

ZONING: N/A

EXISTING LAND USE: Vacant

PROPOSED USE: Four lots with road access to allow for future development of property.

RECOMMENDED LAND USE PER ADOPTED PLAN: N/A

PLAT DATA: Lot 1: 5.11 acres
Lot 2: 5.10 acres
Lot 3: 5.13 acres
Lot 4: 5.13 acres

SUBDIVISION STANDARDS: N/A

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

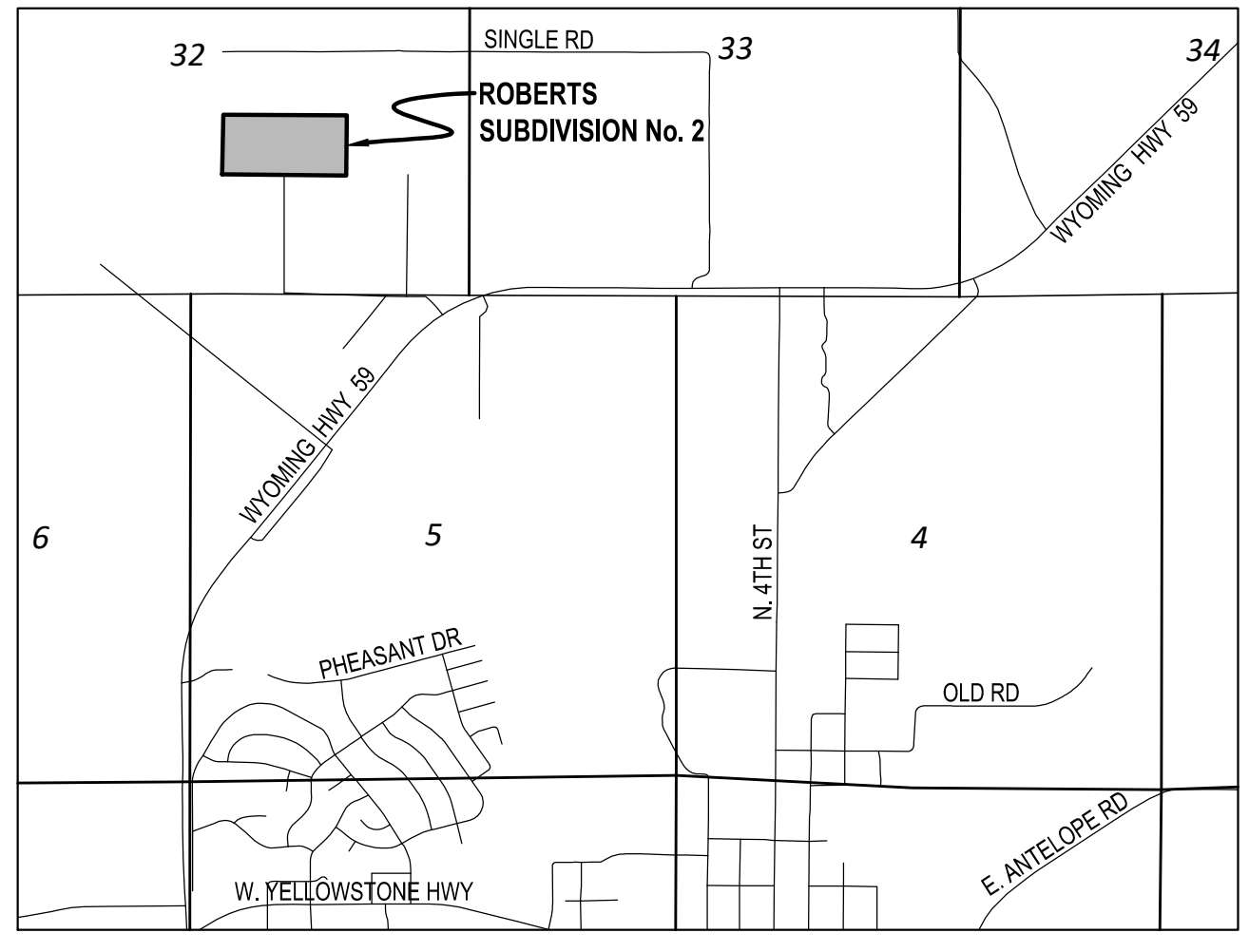
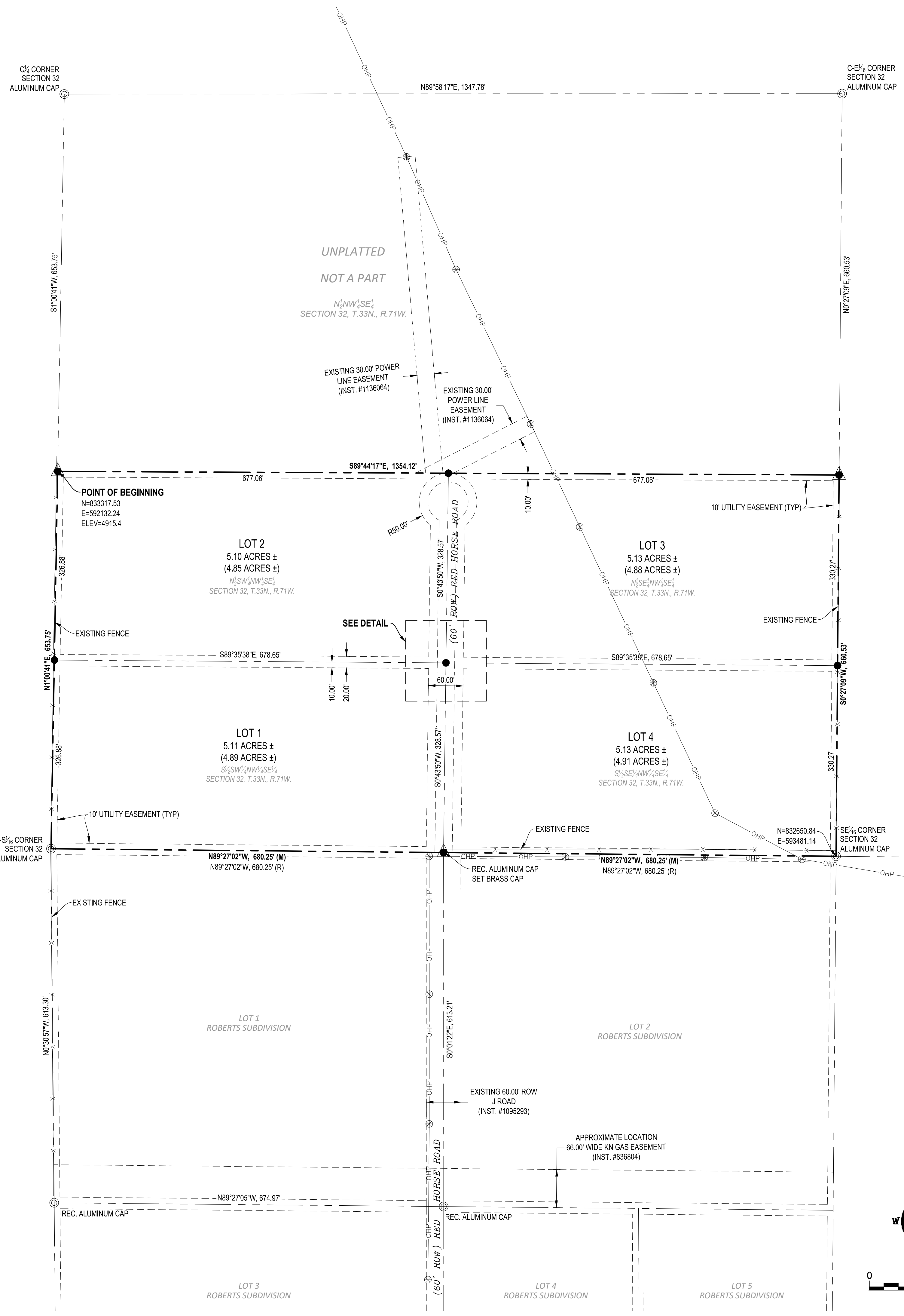
ANALYSIS: This application is being considered per Wyoming Statute 18-5-308, which states any part of a subdivision within one mile of the boundaries of an incorporated city must obtain the approval of its governing body.

This minor subdivision was part of the CCSUB 03-24 Roberts No. 2 Subdivision submitted and approved by this commission and City Council in October of 2024. Changes were made to the submittal before it went before the County Commissioners, therefore, it is being resubmitted to the City.

Both lots would be accessed from Highway 59 via Powder River Road, Horse Road and J Road. 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.



VICINITY MAP
1" = 2000'

APPROVALS

APPROVED BY THE CONVERSE COUNTY PLANNING AND ZONING COMMISSION,
THIS _____ DAY OF _____, 2025.

CHAIRMAN OF THE CONVERSE COUNTY
PLANNING & ZONING COMMISSION

APPROVED BY THE CONVERSE COUNTY COMMISSIONERS,
THIS _____ DAY OF _____, 2025.

ATTEST:
COUNTY CLERK

CHAIRMAN OF THE BOARD OF
COUNTY COMMISSIONERS

APPROVED BY THE CITY OF DOUGLAS, WYOMING THIS _____ DAY OF _____, 2025.

ATTEST:
CITY CLERK MAYOR

NOTES

1. ERROR OF CLOSURE = 1:875,848.
2. BASIS OF BEARINGS IS THE WYOMING STATE PLANE COORDINATE SYSTEM, EAST ZONE, NAD 1983/86.
3. NO PUBLIC MAINTENANCE OF ROADS - CONVERSE COUNTY NOT RESPONSIBLE FOR MAINTENANCE OF SUBDIVISION ROADS.
4. THE SURFACE ESTATE OF THE LAND TO BE SUBDIVIDED IS SUBJECT TO FULL AND EFFECTIVE DEVELOPMENT OF THE MINERAL ESTATE.
5. THERE IS NO CENTRALIZED SEWAGE SYSTEM PROPOSED.
6. THERE IS NO CENTRALIZED WATER SYSTEM FROM THE CITY OF DOUGLAS.
7. SUBJECT PROPERTY IS LOCATED IN FLOOD ZONE "X", AS PER FORM 56009C14000, EFFECTIVE 11/4/2009.
8. PERMITTED SEPTIC SYSTEMS AS SHOWN AND LABELED. ALL OTHERS HAVE NOT BEEN PERMITTED AT THE TIME OF THIS PLAT.
9. PER CONVERSE COUNTY SUBDIVISION REGULATIONS, CHAPTER 4, SECTION VII, THE SUBDIVIDER(S) ARE RESPONSIBLE FOR THE CONSTRUCTION OF PERIMETER FENCING.
10. PURSUANT TO RESOLUTION 2024-39, PASSED AND APPROVED BY THE DOUGLAS CITY COUNCIL ON 10/28/2024, ANY FUTURE DEVELOPMENT SHALL BE DONE IN ACCORDANCE WITH THE CITY OF DOUGLAS MASTER PLAN.

CERTIFICATE OF SURVEYOR

STATE OF WYOMING }
COUNTY OF NATRONA }SS

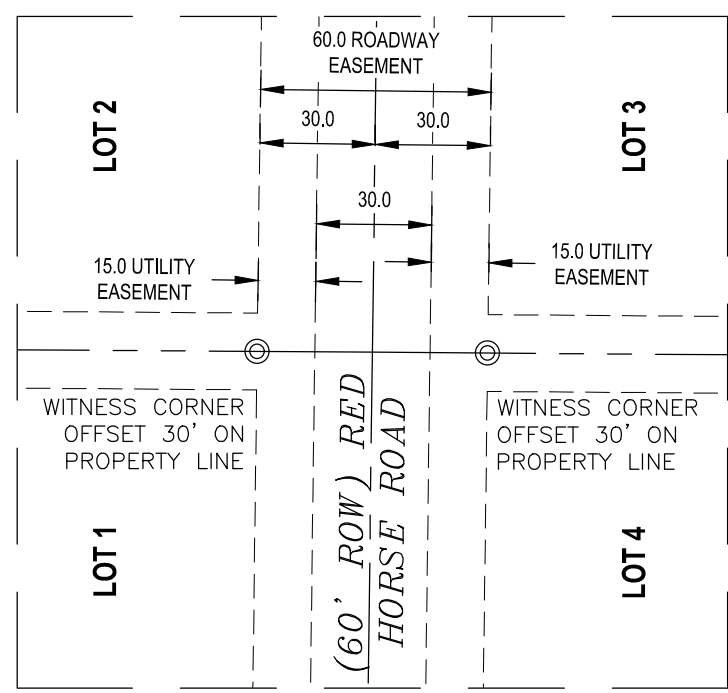
I, WILLIAM R. FEHRINGER, A REGISTERED PROFESSIONAL LAND SURVEYOR, LICENSE NO. 5528, DO HEREBY CERTIFY THAT THIS PLAT WAS MADE FROM NOTES TAKEN DURING AN ACTUAL SURVEY MADE UNDER MY DIRECT SUPERVISION IN JULY, 2019, AND THAT THIS PLAT, TO THE BEST OF MY KNOWLEDGE AND BELIEF, CORRECTLY AND ACCURATELY REPRESENTS 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 _____, 2025.

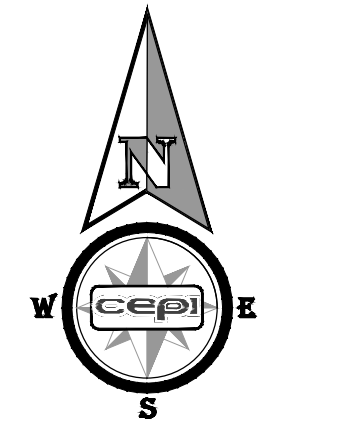
WITNESS MY HAND AND OFFICIAL SEAL.

MY COMMISSION EXPIRES _____

NOTARY PUBLIC



TYPICAL DETAIL
ROAD/UTILITY EASEMENT
SCALE: 1" = 50'



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 S1/2NW1/4SE1/4 OF SECTION 32, T.33N., R.71W., 6TH P.M., CONVERSE COUNTY, WYOMING, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE CENTER 1/4 CORNER OF SAID SECTION 32 MONUMENTED BY AN ALUMINUM CAP;
THENCE S1°00'41"W, ALONG THE WEST LINE OF THE NW1/4, A DISTANCE OF 653.75 FEET TO THE POINT OF BEGINNING;

THENCE S89°44'17"E, ALONG THE NORTH LINE OF SAID S1/2NW1/4 OF SECTION 32, A DISTANCE OF 1354.12 FEET TO THE NORTHEAST CORNER OF THE PARCEL, BEING THE C-6 1/8 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 NW1/4 OF SECTION 32, A DISTANCE OF 660.53 FEET TO THE SOUTHEAST CORNER OF THE PARCEL, BEING THE SE 1/8 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 NW1/4 OF SECTION 32 ALSO BEING THE NORTH LINE OF LOT 7, ROBERTS SUBDIVISION, A DISTANCE OF 680.25 FEET TO THE NORTHWEST CORNER OF LOT 2, ROBERTS SUBDIVISION AND THE NORTHEAST CORNER OF LOT 7, ROBERTS SUBDIVISION, MONUMENTED BY AN ALUMINUM CAP;

THENCE N89°27'02"W, ALONG THE SOUTH LINE OF SAID NW1/4 OF SECTION 32 ALSO BEING THE NORTH LINE OF LOT 7, ROBERTS SUBDIVISION, A DISTANCE OF 680.25 FEET TO THE NORTHWEST CORNER OF LOT 7, ROBERTS SUBDIVISION AND THE CENTER-SOUTH 1/8 CORNER OF SAID SECTION 32, MONUMENTED BY AN ALUMINUM CAP;

THENCE N1°00'41"E, ALONG THE WEST LINE OF SAID NW1/4 OF SECTION 32, A DISTANCE OF 653.75 FEET TO THE POINT OF BEGINNING.

THE ABOVE DESCRIBED PARCEL CONTAINS 20.47 ACRES, (891.917 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. J ROAD AS INDICATED IN INSTRUMENT NO. 1095293 HAS BEEN PREVIOUSLY DEDICATED AND THE ROAD NAME WILL CHANGE TO RED HORSE ROAD. RED HORSE ROAD AS SHOWN ON THIS PLAT IS HEREBY DEDICATED TO THE PUBLIC.

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

MARK E. ROBERTS - TRUSTEE

THE FOREGOING INSTRUMENT WAS ACKNOWLEDGED BEFORE ME BY MARK E. ROBERTS, TRUSTEE OF THE MARK E. AND KATHERINE L. ROBERTS FAMILY TRUST, DATED OCTOBER 19, 2018, THIS _____ DAY OF _____, 2025.

WITNESS MY HAND AND OFFICIAL SEAL.

MY COMMISSION EXPIRES _____

NOTARY PUBLIC

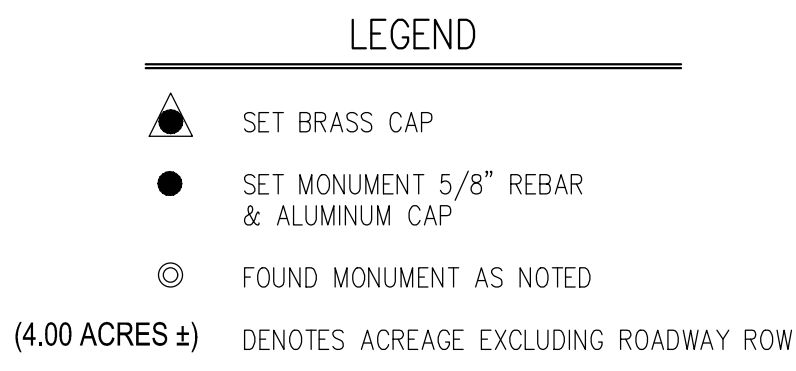
KATHERINE L. ROBERTS - TRUSTEE

THE FOREGOING INSTRUMENT WAS ACKNOWLEDGED BEFORE ME BY KATHERINE L. ROBERTS, TRUSTEE OF THE MARK E. AND KATHERINE L. ROBERTS FAMILY TRUST, DATED OCTOBER 19, 2018, THIS _____ DAY OF _____, 2025.

WITNESS MY HAND AND OFFICIAL SEAL.

MY COMMISSION EXPIRES _____

NOTARY PUBLIC



**PLAT OF
THE S1/2NW1/4SE1/4 OF SECTION 32, T.33N., R.71W.
AS
ROBERTS SUBDIVISION No. 2**

BEING ALL OF THE S1/2NW1/4SE1/4 OF SECTION 32
T.33N., R.71W., 6TH P.M.
CONVERSE COUNTY, WYOMING

W.O. 24-192



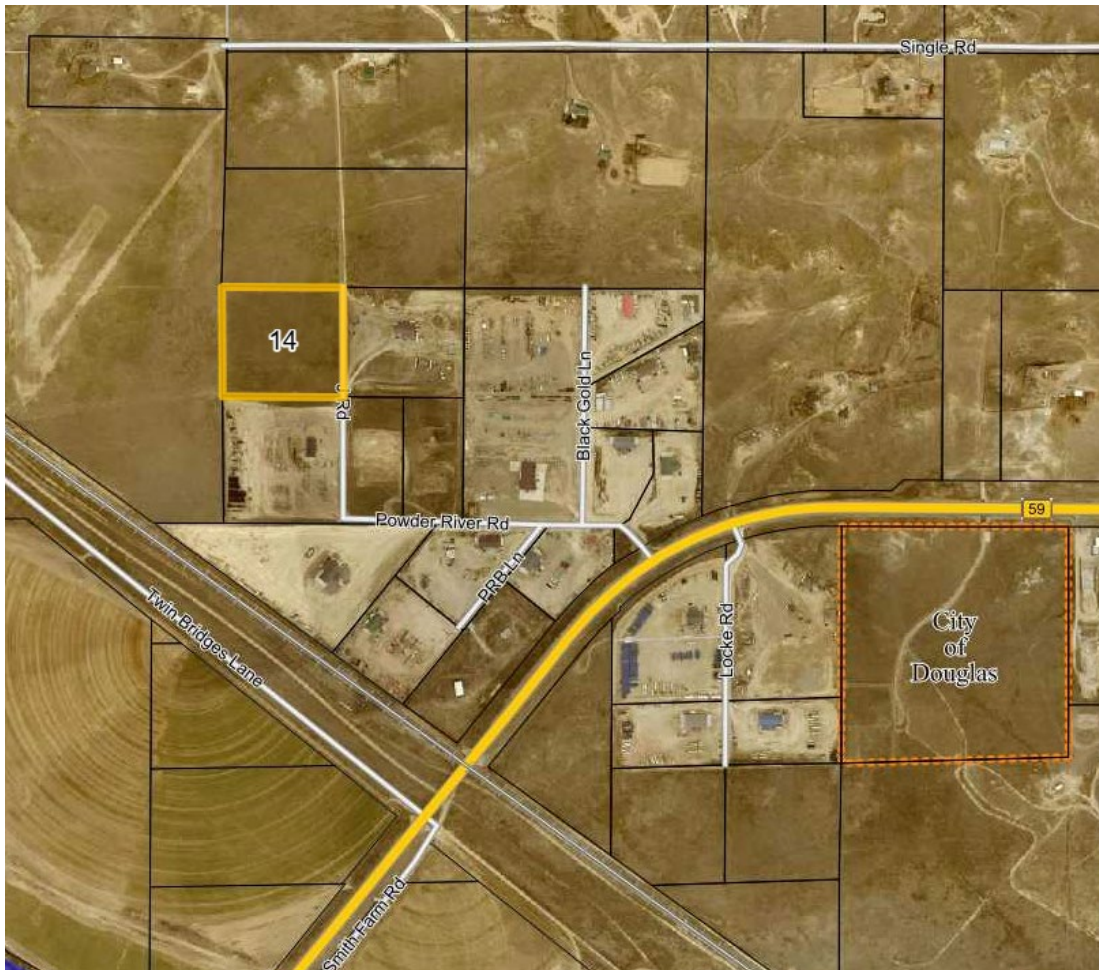
**DOUGLAS PLANNING COMMISSION
STAFF REPORT
APRIL 21, 2025**

Proposed Roberts Subdivision, Lots 6 & 7

CASE NUMBER: CCSUB 04-25
PREPARED BY: Heidi McCullough, Planning Technician
MEETING DATES: April 21, 2024 – Planning and Zoning Commission
April 28, 2024 – Douglas City Council

RECOMMENDATION: The Community Development staff recommends approval of the Roberts Subdivision, Lots 6 & 7 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: To divide a lot into 2 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: 9.54 Acres

ZONING: N/A

EXISTING LAND USE: Vacant

PROPOSED USE: Two lots with road access to allow for future development of property.

RECOMMENDED LAND USE PER ADOPTED PLAN: N/A

PLAT DATA: Lot 6: 4.76 acres
Lot 7: 4.78 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.

This minor subdivision was part of the CCSUB 03-24 Roberts No. 2 Subdivision submitted and approved by this commission and City Council in October of 2024. Changes were made to the submittal before it went before the County Commissioners, therefore, it is being resubmitted to the City.

Both lots would be accessed from Highway 59 via Powder River Road, Horse Road and J Road. 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.

