



CITY OF **DOUGLAS** WYOMING

REGULAR PLANNING COMMISSION MEETING

April 20, 2026 – 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. Roll Call
- IV. Approval of the Agenda
- V. Approval of the Minutes
 - A. **Planning & Zoning Commission Minutes:** February 17, 2026
- VI. Planning and Zoning Matters
 - A. **CUP2026-0001: Application by Katlain and Mark Middleton to the City of Douglas for approval of a conditional use permit to keep two (2) goats in an R-2 Mixed Density Residential Zone at 601 Antelope Creek Drive (Northgate, Block 13, Lot 1)**
 - B. **CCSUB 2026-0001: Application by Kurt Gefroh for the vacation and replat to remove an alley in the Brownfield Hamilton & Hamilton Tracts in the County.**
- VII. Code Considerations
- VIII. Staff Report – City Council Action on Forwarded Items
- IX. Adjournment

Monday, April 20, 2026

Call to Order at:

Meeting Adjourned at:

Planning Commission Regular Minutes
February 17, 2026

I. Call to Order

Chairman Hancock called the Douglas Planning and Zoning Commission to order at 5:30 p.m.

II. Pledge of Allegiance

Chairman Hancock led the assembly in the Pledge of Allegiance.

III. Roll Call

Roll call was taken with the following Commissioners present: Dave Patterson, Scott Bauman, Robin Velasquez, Jay Hancock, Carl Kosters. Also present Clara Chaffin, Community Development Director, Heidi McCullough, Planning Technician.

IV. Approval of the Agenda

Commissioner Carl Kosters moved to approve the agenda. Seconded by Commissioner Dave Patterson. Motion carried 5-0.

V. Approval of the Minutes

Commissioner Robin Velasquez moved to approve the minutes from January 19, 2026. Seconded by Commissioner Carl Kosters. Motion 5-0.

A. **Planning & Zoning Minutes:** January 19, 2026

VI. **Election of Officers**

Commissioner Robin Velasquez moved to nominate Commissioner Jay Hancock to be Chairman. Seconded by Commissioner Dave Patterson. Motion 5-0.

Commissioner Robin Velasquez moved to nominate Commissioner Scott Bauman to be Vice Chairman. Seconded by Commissioner Dave Patterson. Motion 5-0.

VII. Planning and Zoning Matters

A. **CUP 2025-0113: Application by BLS Properties LLC to operate a Short-Term Rental in an R-3 Limited Mixed Residential Zone at 900 N 6th Street (Dorothy-Diane, Lot 5).**

Chairman Hancock opened the public hearing at 5:21 p.m. Director Chaffin reviewed the location, zoning data, surrounding land uses, and compliance with the Douglas Master Plan. Staff recommendation was for approval. The applicant, Hillary Brown, was on hand to answer any questions. There were no public comments. Chairman Hancock closed the public hearing at 5:35 p.m.

Commissioner Carl Kosters moved to recommend approval to City Council with Staff Recommendations. Seconded by Commissioner Dave Patterson. Motion 5-0.

VIII. Code Considerations

Director Chaffin reported that there are no current Code Considerations currently before City Council.

IX. Staff Report – City Council Action on Forwarded Items

7 Trails Commerce Center URA: Director Chaffin reported that the City Council voted to approve this matter with Planning and Zoning Commission recommendations. **Resolution 2026-5: Community Blueprint Adoption by Planning & Zoning Commission:** Director Chaffin reported that the City Council voted to approve this matter with Planning and Zoning Commission recommendations. **DEV2025-0103: Storage Containers as Mini Storage Warehouse at 1705 E Richards Street (Clearfield Addition #1, Lot 20, Block 5) in a B-1 Local Business District:** Director Chaffin reported that the City Council voted to approve this matter with Planning and Zoning Commission recommendations.

X. Adjournment

Commissioner Dave Patterson moved to adjourn at 5:38pm. Seconded by Commissioner Scott Bauman. Motion 5-0.

ATTEST:

Heidi McCullough, Secretary

Jay Hancock, Chairman

Conditional Use Permit

STAFF REPORT

601 Antelope Creek Dr, Douglas, Wyoming, 82633

Conditional Use permit to keep goats (2)

CASE NUMBER: CUP2026-0001

PREPARED BY: Heidi McCullough

MEETING DATES: Planning Commission: 4/20/2026, City Council: 4/27/2026

REQUEST: Conditional Use permit to keep goats (2)

RECOMMENDATION: The Community Development Department recommends approval of the conditional use permit to allow the keeping of animals at 601 Antelope Creek in an R-2 Medium Density Residential Zoning District with conditions.

APPLICANT: Katlain Middleton

601 antelope Creek drive Douglas Wy 82633

PROPERTY OWNER: MIDDLETON, MARK T

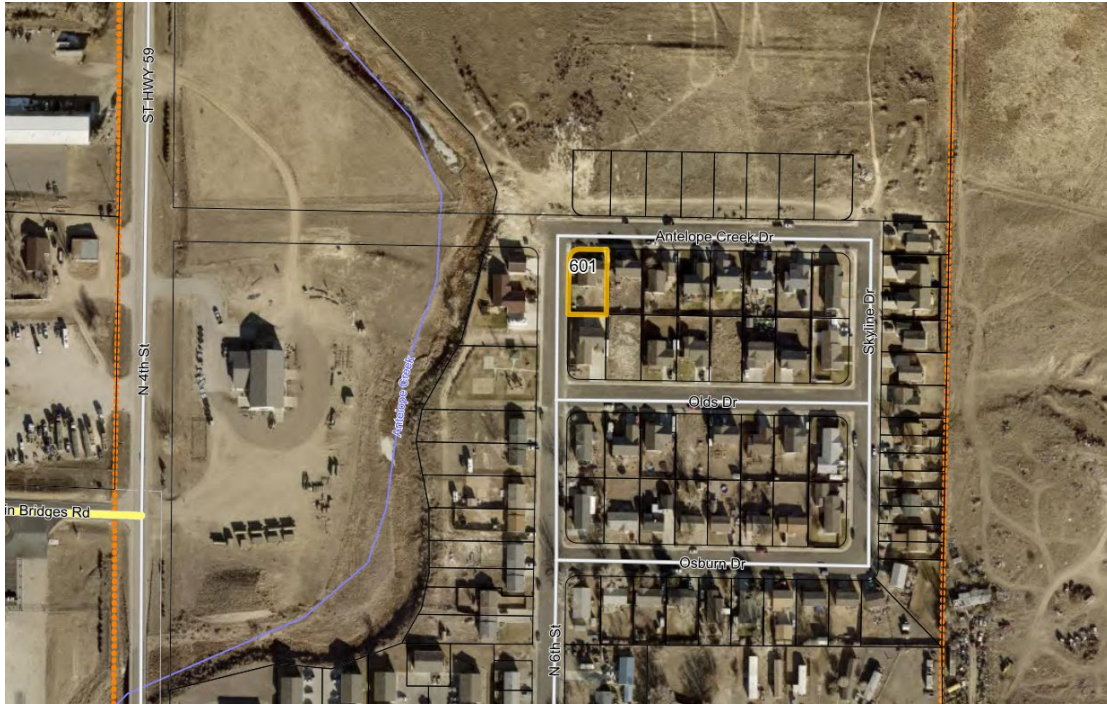
601 ANTELOPE CREEK DR DOUGLAS, WY 82633

LEGAL DESCRIPTION: NORTHGATE, BLOCK 13: LOT 1: (REPLAT)

CURRENT ZONE: R-2

PROPOSED ZONE: *NA

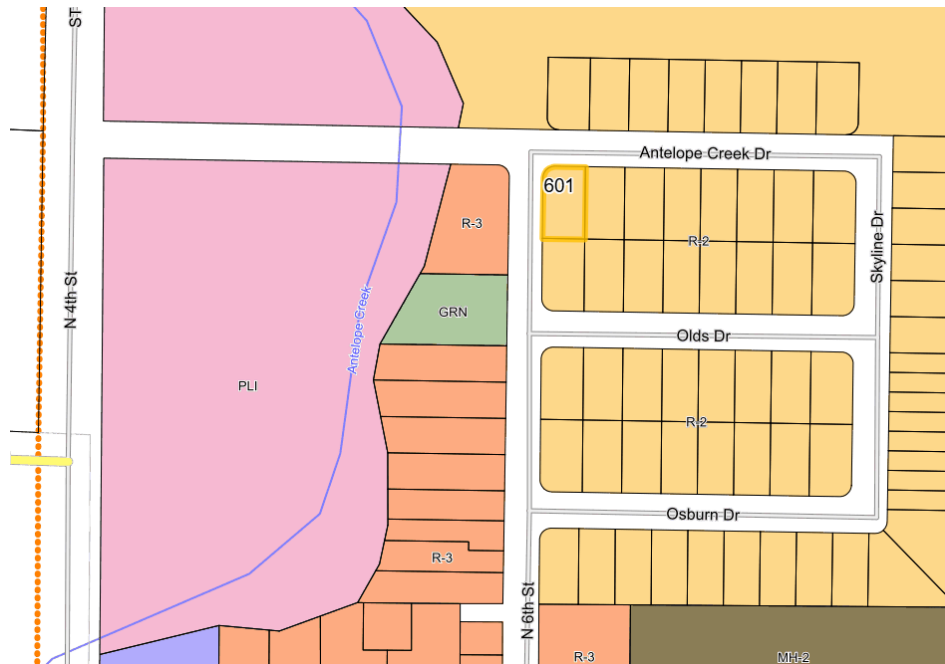
VICINITY MAP:



LOCATION: The subject property is located on the south side of Antelope Creek Drive between 6th Street and Skyline Drive.

LOT SIZE: 0.19 Acres

ZONING: R-2 Zone



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

PROPOSED USE: Residence

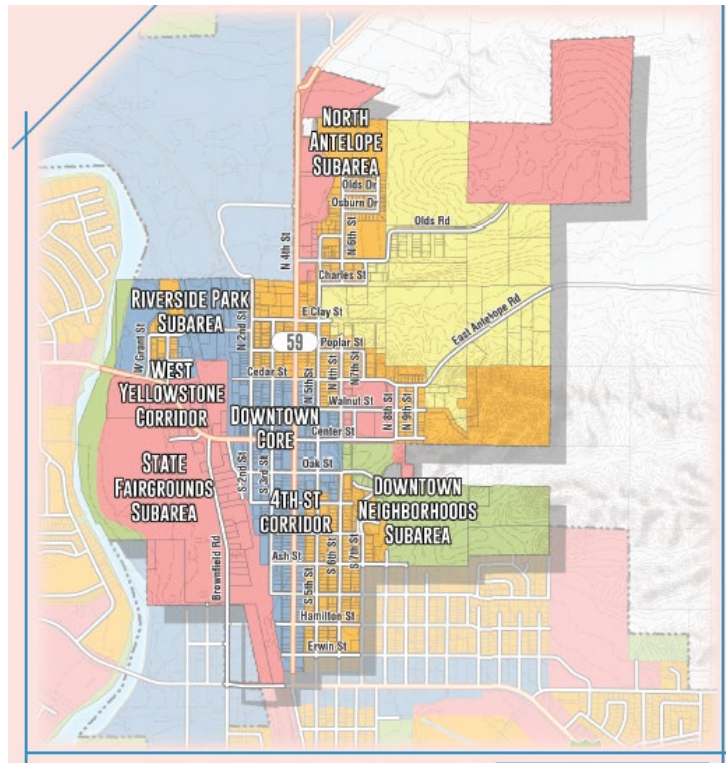
| SURROUNDING LAND USE: | | ZONING | ANNEXATION STATUS |
|------------------------------|------------------------|---------------|--------------------------|
| North: | Residential | R-2 | City |
| South: | Residential | R-2 | City |
| East: | Residential | R-2 | City |
| West: | Residential/Greenspace | R-3/GRN | City |

HISTORY: This property was annexed to the City in 1978, as the Northgate Development. It was replatted in 2006, and there have been no changes since that time. According to the Converse County Assessors office, the structure on this property was built in 2007.

2026 COMMUNITY BLUEPRINT: The property is designated as part of the North Antelope Subarea of the Central Douglas Character District. The primary vision for this area is *mixed-use growth with commercial, industrial, and residential development.*

The request conforms with the goals and priorities of the Community Blueprint.

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



STAFF RECOMMENDATION: The Community Development Department recommends approval of the conditional use permit to allow the keeping of animals at 601 Antelope Creek in an R-2 Medium Density Residential Zoning District with the following staff recommendations:

1. The conditional use permit to keep livestock is specific to Katlain and Mark Middleton. 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 two (2) goats.
3. An animal health certificate by a licensed veterinarian must be available for each animal upon request.
4. 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.
5. Provisions must be made for the removal of excrement from the property on a regular basis and all efforts shall be made to prevent offensive odors, an excessive number of flies or other insects, or otherwise unsanitary conditions.

**DOUGLAS PLANNING COMMISSION
STAFF REPORT
APRIL 20, 2026**

VACATION AND REPLAT OF ALLEY

CASE NUMBER: CCSUB 2026-0001

PREPARED BY: Heidi McCullough, Planning Technician

MEETING DATES: April 20, 2026 – Planning and Zoning Commission
April 27, 2026 – Douglas City Council

RECOMMENDATION: The Community Development staff recommends approval of the vacation and replat of an alley in the Brownfield Hamilton and Hamilton Tracts in Converse County, Wyoming, with reservations as to the future development of the property given the absence of county zoning regulations.

VICINITY MAP:



APPLICANT:Kurt Gefroh
660 Brownfield Road
Douglas, WY 82633

PURPOSE: To vacate and replat the alley in Tract 9, removing the alley and replatting it to the adjacent lots.

LOCATION: The subject property is located between Brownfield Road and Wheelock Road, and north of Housiaux road.

SIZE: Area: .23 Acres

ZONING: N/A

EXISTING LAND USE: Vacant, commercial and residential

PROPOSED USE: Replatting of unused alley for use by adjoining property owners.

RECOMMENDED LAND USE PER ADOPTED PLAN: N/A

PLAT DATA: 3.7 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.

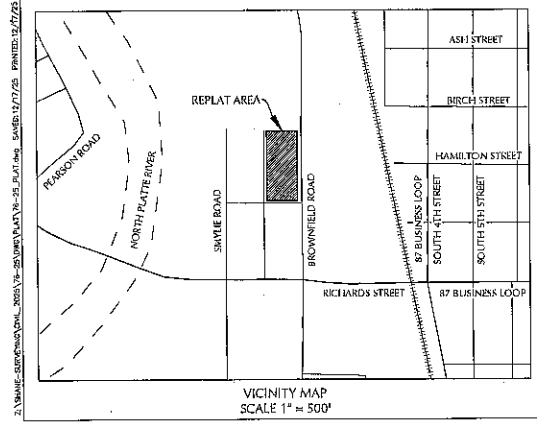
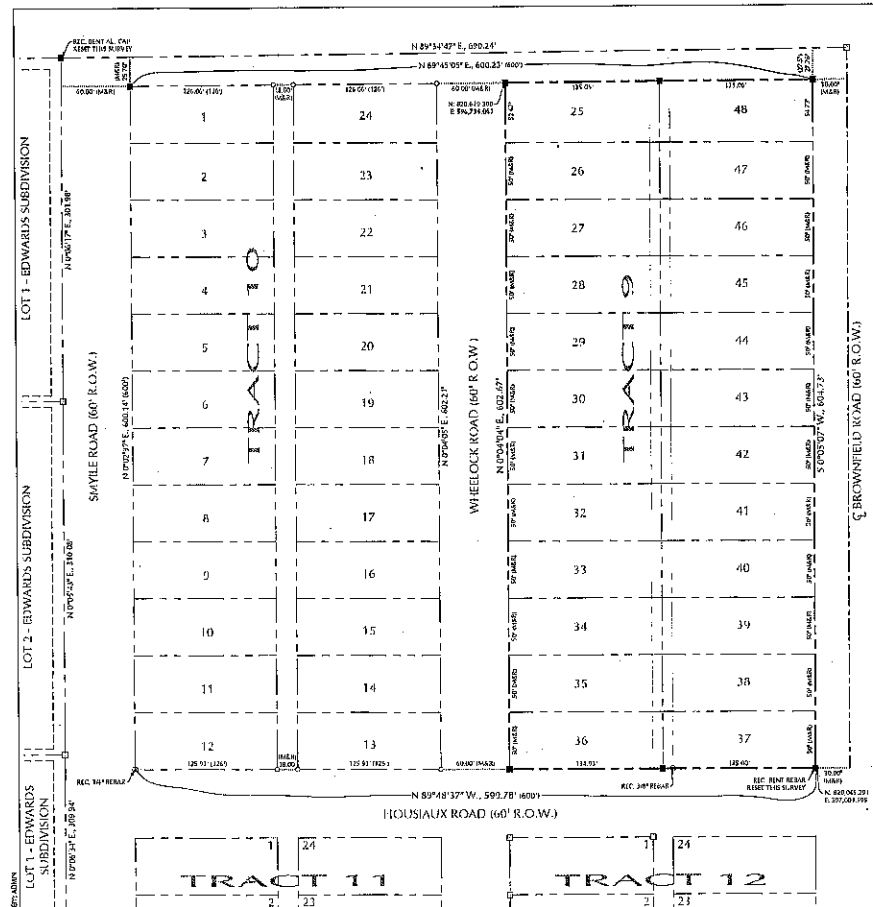
The subject property is in the South Key Prairie District, an area recognized for potential City growth and as an Employment Opportunity Area, per the 2026 Community Blueprint.

This area is a unique part of our community, composed of unincorporated properties surrounded by the City on the west, north, and east. Bounded by the North Platte River to the west, Interstate 25 to the south, and railroad tracks along the eastern edge, this district is physically separated from the rest of the community but remains an integral part of our future.

The northern third of the district is home to existing employment and industrial businesses. With its mix of uses and natural boundaries, the South District offers opportunities for thoughtful integration that respects its existing character while improving connectivity and infrastructure.

Land included in this area is centrally located and surround by the City of Douglas, making long range impacts to the property important to future City growth needs. The city's strong preference would be for any activity to be developed in a manner similar to City of Douglas Rural Residential zoning standards.

STAFF RECOMMENDATION: The Planning & Community Development staff recommends approval of the application to vacate and replat the alley in Tract 9, removing the alley and replatting it to the adjacent lots with reservations as to future development of the property given the lack of county zoning regulations.



LEGEND

- RECORDED ALUMINUM CAP
- RECORDED NON-ALUMINUM AS SHOWN
- SET SURVEY WALL/WOODEN CAP
- PROVISION
- SITE BOUNDARY
- LOT LINES
- OLD LOT LINES (VACATED)
- EASEMENT LINES
- MEASURED
- RECORDED

VACATION AND REPLAT

THE UNDERSIGNED, KURT GEFROH & DEBBY GEFROH, KALI GARNICA, ERICK DEAN MARES, MICHAEL W. JUDD, & BUCKEYE LAND & PROPERTIES, LLC, DO HEREBY CERTIFY THAT THEY ARE THE OWNERS AND PROPRIETORS OF LOTS 1-24, INCLUSIVE, TRACT 9, BROWNFIELD HAMILTON & HAMILTON TRACTS, CONVERSE COUNTY, WYOMING. VACATING THE ALLEY AND REPLATTED AS LOTS 25-48, INCLUSIVE, TRACT 9, BROWNFIELD HAMILTON & HAMILTON TRACTS, CONVERSE COUNTY, WYOMING.

SIGNED: KURT GEFROH DEBBY GEFROH
 510 BROWNFIELD ROAD
 DOUGLAS, WY 82613
 VACATE LOTS 1-10, INCLUSIVE, 17 & 18, TRACT 9 REPLAT LOTS 25-34, INCLUSIVE, 41 & 42, TRACT 9
 THE FOREGOING INSTRUMENT WAS ACKNOWLEDGED BEFORE ME BY KURT GEFROH & DEBBY GEFROH, ON THIS _____ DAY OF _____, 2026. WITNESS MY HAND AND OFFICIAL SEAL.
 MY COMMISSION EXPIRES _____

SIGNED: KALI GARNICA
 632 BROWNFIELD ROAD
 DOUGLAS, WY 82613
 VACATE LOTS 23 & 24, TRACT 9 REPLAT LOTS 47 & 48, TRACT 9
 THE FOREGOING INSTRUMENT WAS ACKNOWLEDGED BEFORE ME BY KALI J. GARNICA, ON THIS _____ DAY OF _____, 2026. WITNESS MY HAND AND OFFICIAL SEAL.
 MY COMMISSION EXPIRES _____

SIGNED: ERICK DEAN MARES
 380 BOWLER ROAD
 CLEVELAND, WY 82602
 VACATE LOTS 19-22, INCLUSIVE, TRACT 9 REPLAT LOTS 43-46, INCLUSIVE, TRACT 9
 THE FOREGOING INSTRUMENT WAS ACKNOWLEDGED BEFORE ME BY ERICK DEAN MARES, ON THIS _____ DAY OF _____, 2026. WITNESS MY HAND AND OFFICIAL SEAL.
 MY COMMISSION EXPIRES _____

SIGNED: MICHAEL W. JUDD
 2622 ESTERROCK ROAD
 DOUGLAS, WY 82613
 VACATE LOTS 15 & 16, TRACT 9 REPLAT LOTS 39 & 40, TRACT 9
 THE FOREGOING INSTRUMENT WAS ACKNOWLEDGED BEFORE ME BY MICHAEL W. JUDD, ON THIS _____ DAY OF _____, 2026. WITNESS MY HAND AND OFFICIAL SEAL.
 MY COMMISSION EXPIRES _____

SIGNED: BUCKEYE LAND & PROPERTIES, LLC
 P.O. BOX 131
 DOUGLAS, WY 82613
 VACATE LOTS 11-14, INCLUSIVE, TRACT 9 REPLAT LOTS 35-38, INCLUSIVE, TRACT 9
 THE FOREGOING INSTRUMENT WAS ACKNOWLEDGED BEFORE ME BY BUCKEYE LAND & PROPERTIES, LLC, ON THIS _____ DAY OF _____, 2026. WITNESS MY HAND AND OFFICIAL SEAL.
 MY COMMISSION EXPIRES _____

APPROVALS
 I DO HEREBY CERTIFY THAT THIS VACATION AND REPLAT HAS BEEN EXAMINED BY ME AND FOUND TO COMPLY WITH THE REGULATIONS OF THE CITY OF DOUGLAS, WYOMING, AND CONVERSE COUNTY, WYOMING, AND IS THEREFORE APPROVED FOR RECORDING THIS _____ DAY OF _____, 2026.

CITY PLANNING & ZONING COMMISSION ATTEST: _____ CITY CLERK
 THIS INSTRUMENT WAS FILED FOR RECORD THIS _____ DAY OF _____, 2026 AT _____ M.
 AND DULY RECORDED AS INSTRUMENT _____ IN CABINET _____ ON SLIDE _____
 COUNTY CLERK AND EX-OFFICIO REGISTRAR OF DEEDS

INSPECTED AND APPROVED BY THE CONVERSE COUNTY PLANNING AND ZONING COMMISSION ON THIS _____ DAY OF _____, 2026.
 ESTABLISHMENT OF THE CONVERSE COUNTY PLANNING & ZONING COMMISSION
 INSPECTED AND APPROVED BY THE CONVERSE COUNTY BOARD OF COUNTY COMMISSIONERS ON THIS _____ DAY OF _____, 2026.
 CHAIRMAN OF THE BOARD OF COUNTY COMMISSIONERS ATTEST: COUNTY CLERK

CERTIFICATE OF SURVEYOR
 STATE OF WYOMING
 COUNTY OF CONVERSE
 I, JOSEPH L. SHANE, A REGISTERED PROFESSIONAL LAND SURVEYOR, LICENSE NO. 16746, DO HEREBY CERTIFY THAT THIS PLAT WAS MADE FROM NOTES TAKEN DURING AN ACTUAL SURVEY MADE UNDER MY DIRECT SUPERVISION DURING SEPTEMBER AND NOVEMBER & DECEMBER, 2025, AND THAT THIS PLAT, TO THE BEST OF MY KNOWLEDGE AND BELIEF, CORRECTLY AND ACCURATELY REPRESENTS SAID SURVEY.

THE FOREGOING INSTRUMENT WAS ACKNOWLEDGED BEFORE ME BY JOSEPH L. SHANE ON THIS _____ DAY OF _____, 2026.
 WITNESS MY HAND AND OFFICIAL SEAL.
 MY COMMISSION EXPIRES _____
 NOTARY PUBLIC



A VACATION AND REPLAT OF
 LOTS 1-24, INCLUSIVE, TRACT 9,
 BROWNFIELD HAMILTON & HAMILTON TRACTS AND REPLATTED AS
 LOTS 25-48, INCLUSIVE, TRACT 9, BROWNFIELD HAMILTON & HAMILTON TRACTS
 LOCATED IN THE NE1/4NE1/4, SECTION 17, T. 32 N., R. 71 W.,
 CONVERSE COUNTY, WYOMING

PRELIMINARY



Prepared by Shane Surveying
 P.O. BOX 1388 / Douglas, WY 82633
 PH: (307)251-7486

VACATION AND REPLAT
 VACATE LOTS 1-24, INCLUSIVE, TRACT 9, BROWNFIELD HAMILTON & HAMILTON TRACTS.
 REPLAT LOTS 25-48, INCLUSIVE, TRACT 9, BROWNFIELD HAMILTON & HAMILTON TRACTS
 BEING LOCATED IN THE NE1/4NE1/4 OF SECTION 17,
 T. 32 N., R. 71 W., 6TH P.M., CONVERSE COUNTY, WYOMING.

| |
|--------------------------|
| Drawn By: JLS |
| Checked By: JLS |
| Date: 12/10/2025 |
| Rev. Date: NONE |
| Job No.: 76-25 |
| SHEET: PLAT OF SURVEY |