



LICENSING AND APPEALS BOARD  
CITY HALL, DOWNSTAIRS MEETING ROOM  
April 20<sup>th</sup> 2023  
4:00 P.M.

Members of the public wishing to place a new item on the agenda must submit a written request to the Community Development Department no later than eight (8) days preceding the Licensing and Appeals Board meeting.

Members of the public wishing to comment at a regular Licensing and Appeals Board Meeting may do so at the end of the regular meeting with a majority of the board voting in favor of their request. These comments will be limited to **five (5) minutes**.

**AGENDA**

- The Contractor's Licensing/Board of Appeals meetings are public meetings, for which public notice has been published. All applicants, as well as the general public, are encouraged to attend.
- Agendas are available for individuals present.
- Please turn off or silence cell phones.
- General public comments from those present will be taken at the conclusion of regular business.
- Personnel issues should be directed to the Building Official during regular business hours, NOT the Board.
- All comments should be made through the Chairperson of the Board. It is not appropriate to address staff or members of the board individually.
- The Chairperson is in control of the meeting, and will let you know when it is appropriate to speak, answer questions from Board members, or provide input.
- A quorum requires 4 Board Members
- A decision requires 4 votes
- Appeals of Administrative Authority decisions will be handled according to Section 15.12.200 of the Casper Municipal Code.
- Decisions of the Board may be appealed in accordance with the Section 15.12.170 E. of the Casper Municipal Code.

Meeting Called to Order:

Notes From: March 16<sup>th</sup> 2023

Monthly Report: See attached

New Business: Shawn Barrett will be presenting 2023 NEC Code Changes



Applications for Board Consideration:

General Contractors:

Jan Holtfreter – Class I General Contractor  
Allen Jennings – Class I General Contractor

Mechanical Applications:

Terry Mask – Master Mechanical  
Scott Alder – Master Mechanical

Plumbing Applications:

Nathan Boyle – Master Plumber  
Manuel Flores – Master Plumber

Complaints:

Communications for Persons Present:

Adjournment: