



CASPER HISTORIC PRESERVATION COMMISSION  
MINUTES OF THE REGULAR MEETING  
**August 14, 2023**

Present: Connie Hall, Jeff Bond, Robin Broumley, Carolyn Buff, Randy Hein, Anthony Jacobsen, Bob King, John Lang

Absent: Tammie Chappell, Maureen Lee, Paul Yurkiewicz

Staff: Craig Collins, City Planning Department  
Barb Santmire, Administrative Assistant III

Guests: Michael McIntosh, Planning & Zoning Commission Liaison  
Katelynn Larsen  
Laurie Rigg

*Chairperson Connie Hall called the meeting to order at 8:30 a.m.*

**Approval of Minutes**

Chairperson Hall asked for approval of the July 10, 2023 meeting minutes. With no corrections, the minutes were approved.

**New Business**

Thank you card for Haass house visit – A card was signed by all members present and will be mailed out shortly.

**Old Business**

Ornaments for 2023

- Craig and Barb are working with the City Finance Department to determine how to manage funds (and inventory). It appears the most efficient way is going to be to have all sales managed by Fort Caspar.
- Ornaments should be ready 6-8 weeks from date of order and will be ordered this week
- Final sale price will be \$20+tax per ornament; all ornaments must be purchased and picked up at Fort Caspar (there will be no shipping)

- Each box will have a short summary of NCHS and will be individually numbered as x/500
- Marketing
  - City Staff
    - Press Release – general media, City website, Fort Caspar website (?)
  - Commission
    - Facebook
    - In person / Events (maybe have flyers to hand out?)

OYD Committee Update - There was no June meeting, but the Utility Box Wrap Sub Committee met with a representative of Rocky Mountain Power and reviewed areas where wraps might be completed. There are 3 utility boxes behind Black Tooth that will be done. Wraps must ensure the official warning stickers remain visible. The wraps will feature old photos of Casper.

P&Z Commission – There were 2 cases in August. The first is the rebuild of a ADU at the corner of CY and 13<sup>th</sup> which is part of a complete renovation of that property. The second was a request to build a nail salon in a residential dwelling which was tabled due to the applicant needing a complete site plan completed.

Demolition Permits – There was no report.

Social Media/Outreach/Education – There was no report

Field Visits/Tours – New potential tour opportunities include Old Yellowstone Garage and the Marathon Building. These will be added to the list and the owners contacted to see if they would be open to having the Commission tour the building.

### **Other Business**

- City Staff has been in contact with the Pathways National Heritage Area group. They have offered to come present to the Commission. Commission members requested City Staff arrange for a presentation.
- Visit Casper prints the Historic Tours brochure. Jeff will reach out to them to ensure any new printings include the correct verbiage for Caspar Collins as well as adding a link to the CHPC Facebook page and the QR code to access the online brochure.

The next meeting will be held September 11<sup>th</sup> at 8:30 am in Suite 560 (5<sup>th</sup> Floor Green Room) at 123 W 1<sup>st</sup> St (Casper Business Center).

(Minutes prepared by Barb Santmire)

Respectfully submitted,



Chairperson

Casper Historic Preservation Commission