



CASPER HISTORIC PRESERVATION COMMISSION
AGENDA
December 12, 2022

MEMBERS

Jeff Bond, Connie Hall, Robin Broumley, Maureen Lee, John Lang, Anthony Jacobsen, Carolyn Buff, Paul Yurkiewicz, Bob King (2 vacancies)

STAFF

Liz Becher, Community Development Director
Craig Collins, City Planning Division
Barb Santmire, City Planning Division

P & Z Liaison

Ken Bates

Meet at 8:30 AM – Location – Downstairs Meeting Room in City Hall, (200 N David St.)

- I. Call meeting to order
- II. Approve minutes of the November 14, 2022 meeting
- III. Introduction of members/guests present
- IV. New Business
 - a. Review applications for two (2) open and four (4) expiring Commission positions
 - b. Parameters to create annual Ellis Award
 - c. Bob King's Presentation
 - d. SHPO/CLG Annual Report
- V. Old Business
 - a. OYD Committee Update (**Connie, John**)
 - i. November 28, 2022 minutes
 - b. P & Z Commission Update (**Liaison**)
 - i. (November 10, 2022 minutes)
 - c. Demolition Permit Update
 - d. Historic Preservation Month Planning for May 2023
 - i. Recognize Pinky Ellis
 - ii. Sherrie's 100th Anniversary

- e. Results from Council's review of Wind Turbine Art Installation
- f. Sub-Committee reports
 - i. Social Media/Outreach/Education (**Maureen, Paul**)
 - ii. Field visits/Tours (**Robin, Connie**)

VI. Other Business, public comments, and general discussion

Next meeting is scheduled for **January 9th, 2023**, 8:30 a.m. in the Downstairs Meeting Room, Casper City Hall, 200 North David Street.

CASPER HISTORIC PRESERVATION COMMISSION
MINUTES OF THE REGULAR MEETING
November 14, 2022

In attendance: Jeff Bond, John Lang, Paul Yurkiewicz, Robin Broumley, Bob King, Connie Hall, Carolyn Buff, Anthony Jacobsen

Absent: Maureen Lee

Staff: Liz Becher, Community Development Director
Craig Collins, City Planning Department
Barb Santmire, Administrative Assistant III

Guests: None

Jeff Bond called the meeting to order at 8:30 a.m.

Approval of Minutes

Mr. Bond asked if everyone had read the minutes of the October 10, 2022, meeting and asked if there were any corrections. Robin Broumley noted that the guest referenced as Mary Bishop (Cadoma Foundation) should be Susan Bishop.

Minutes from October 10, 2022, were approved unanimously, as amended.

New Business

There was discussion of the following items:

1. Acknowledgement of the loss of Commissioner Pinky Ellis was noted with comments about his contributions to not just the Historic Preservation Commission, but to the community as a whole.
 - a. Commission members will explore parameters for creating an annual Ellis Award. The first recipient will be announced in May during Historic Preservation month.
 - b. There may also be a plaque, or some other form of recognition for Mr. Ellis' contributions, which will be presented to his family.
2. Christmas Parade – the float is in process with a 1904 Convention / Keep Your Eye On Casper theme. The float will be brought into town just before Thanksgiving.
 - a. The HPC business cards with the Historic Walking Tour QR code will be available to hand out during the parade. The Commission requested 2,500 to be printed.
 - b. Discussion was held on how to share the backstory of the float with the community. Paul will add to the Commission's social media.
3. Wallace Trembath, Deputy City Attorney, addressed questions on removing Commissioners for non-attendance and the feasibility of adding Members At-Large.

- a. Currently, the Mayor has the power to remove any Commission member. There may need to be a clarification on what constitutes an excused absence.
 - b. Liaison's can be requested from any organization the Commission feels would create a mutually-beneficial exchange of information, but the Commission can not specify or designate said Liaison.
 - i. Bob King provided a preliminary list of organizations and contacts
 - ii. Is there a good way to share the document so all members have access?
4. Letters of Interest for Reappointment have been received from Anthony, Carolyn, and Paul. Maureen has indicated she is also seeking reappointment, but her letter has not yet been received.
- a. Notice has been published seeking citizens interested in joining the Commission.
 - b. Craig will send a notice to Paul to be added to the Commission's Facebook page.
 - c. All letters of interest will be distributed to the Commission members for discussion at the December Commission meeting.

Old Business

OYD Committee Update – John updated the Commission on several projects that the OYD Committee are discussing and/or working on, including a meeting with the DDA. OYD will be putting up lights on 11/15.

P&Z Commission – The Commission may need to request a change in the P&Z Commission liaison as availability for the current liaison has changed to where he will not be able to attend the meetings.

Demolition Permits – The Commission reviewed the following requests for demolitions that have been received since the last meeting:

- i. 4021 Norwood (garage)
- ii. 315 E 15th (YMCA original structure)
- iii. 1117 S Melrose

Recognition of Local Businesses

- 1. Sherrie's 100th Anniversary – Robin has reached out to Historic Alliance and is waiting to hear back from them with input. Once the Commission has feedback from HA, they will reach out to Sherrie to get her thoughts on how to celebrate.
- 2. Curb Appeal donates painting for 1 historic building per year. They may be a good candidate for the first Ellis Award.

Sub-Committee reports:

- 1. Social Media/Outreach/Education – Paul reported that the membership is now over 500 with an expectation that it will reach 750 by next June and hope that it will be over 1,000 by the end of 2023.
 - a. A copy of Pinky's obituary/bio will be added to the page
 - b. A thank you will be posted to Bar-D Signs for providing reduced pricing on the signage for the float

2. Field Visits/Tours – nothing new will be planned until Spring
3. Ghost Signs – no report

Other Business

1. The Commission's letter opposing the placement of the wind turbine art installation at Fort Caspar has been sent to Council. The subject is on the agenda for the Council pre-meeting on 11/15. Other sites are being considered.
2. Bob King has created a PowerPoint presentation exploring the growth of Casper from 1900 – 1920 utilizing the Sanborn Maps. The Commission requested Bob debut his presentation at the December 12th meeting.
3. It was noted the Cheyenne Historic Preservation Board offers limited edition, numbered ornaments each year. It might be a good fund-raiser for CHPC to consider doing something similar.

The next meeting will be December 12th in the Downstairs Meeting Room at City Hall.

Meeting adjourned at 9:45 a.m.

Respectfully submitted,

Liz Becher
Community Development Director

Maureen M. Lee
P.O. Box 944
Evansville, Wyoming 82636
928.210.6022
western.ny.blonde@gmail.com

November 11, 2022

City of Casper
ATTN: Community Development Director
200 N. David Street, Suite 205
Casper, Wyoming 82601

RE: Historic Preservation Commission Opening

To Whom It May Concern:

Please allow this letter to serve as notice that I wish to continue to serve on the City's Historic Preservation Commission.

December 2022 concludes my second three-year term as a Commissioner. While serving my community I have enjoyed participating in, and witnessing, the impact the Commission has had on preserving Casper's oldest and most vulnerable historic properties.

The previous six years alone have seen many changes, particularly to downtown Casper, and I wish to remain involved with the Commission to serve my community, as well as to continue the passionate and important work that will always remain.

As an historian, author and genealogist it has been my life's work to preserve America's history through volunteerism, education and writing.

Please consider me for another term on the Historic Preservation Commission.

Respectfully,

Maureen M. Lee

October 4, 2022

City of Casper
Community Development Director
200 North David Street, Suite 205
Casper, WY 82601

Re: Historic Preservation Commission – Term Renewal

To Whom It May Concern,

I am writing this letter to state my interest in serving another term on the Casper Historic Preservation Commission.

I served on the CHPC from 2009-2017 and will finish my latest term 2019-2022 this December. I have enjoyed seeing the impact that CHPC has on the community and the awareness it can bring to educate people on the importance of saving historic fabric. As a licensed Architect, I have always been interested in saving historic buildings and either renovating them back to their old glory or repurposing them and breathing new life into them. History is an important part of any community and preservation of the important pieces help provide a base for everything else to build on. Casper has seen a lot of changes downtown during the past decade and I would love to continue to be a part of this growth.

I am interested in serving another term on the Historic Preservation Commission and believe my architectural background and love for historic preservation will continue to be a benefit to the Commission. Please consider me for the next member selection.

Respectfully,



Anthony R. Jacobsen
Architect
Stateline No. 7 Architects
444 South Center Street
Casper, WY 82601
Ph: 307-265-3611
ajacobsen@stateline7.com

Hein | Bond

November 10, 2022

Ms. Liz Becker, Community Director
City of Casper
200 North David Street, Suite 205
Casper, WY 82601

Re: Historic Preservation Commission Application

I'm writing this letter to re-apply for the position of commissioner on the Casper City Historic Preservation Commission. I've served as a commissioner and chairperson before for about ten years and would like to serve again. I really enjoyed serving on the commission a long time ago and have re-charged and may eventually replace my partner in the firm, Jeff Bond whenever he chooses to leave. I learned to appreciate all of the good work that the city and staff have been trying to accomplish over that time. I've missed being on the commission. I learn a lot, am open minded, solution oriented, and I try to do the right thing for the city and all of its people. I also think that I am a real asset to the position with my training and experience.

Thank you!

Sincerely,



Randall W. Hein

1617 Westridge Terrace
Casper WY 82604-3305
October 4, 2022

Casper City Council
200 N David St
Casper WY 82601

Council:

I am seeking reappointment to the Casper Historic Preservation Commission. My current term expires December 30, 2022.

There are some exciting plans being made and I would like to continue to be a part of them with an amazing group of people.

Please consider this letter as my request for reappointment to the CLG.

Thank you.

Carolyn M Buff
Carolyn M Buff

Historic Preservation Commission Renewal

I Paul, Member of the Historic preservation commission would like to have my term extended to assist with the duties of preserving our community.

I've spent much time growing our base of community involvement and making ourselves an active group for everybody.

I still believe in the protection of historic and archaeological resources associated with Casper's past and our preservation of the future.

During my next term, my plan is to continue to grow our community involvement as a group and latching ourselves to the historic community to become a stronger and more heard voice.

I also plan to keep working on our social media influence and presence in the historic community as group committed to working with others.

For these reasons I would like to continue my term and volunteerism for my community.

Paul Yurkiewicz

Letter of Interest

Good morning,

My name is Tammi Chappell, I would love to be considerate for the open Board position for the Casper Historic Preservation Commission.

Let me share a little about my love for Casper and its rich history. My family came to Casper in the 1960's. My grandparents raised 11 kids in the Casper area. Now I have around 200 family members in Casper. The history and preservation of Casper is so exciting to me. I love the old buildings from 1890-1950's, with each one being unique in look and style which tells a story of its time.

However, the most exciting part of the Casper's history is preserving the buildings' old structure while educating people on its true history with actual fun stories including its folklore. We have the coolest town when it comes to prohibition stories, and I would love to be part of bring it back to life again.

I met you all at the gathering with black tooth brewery and spent some time getting to know Connie and Paul, both of whom are very driven and sincere of our community, I am looking to expand my knowledge and help with our historic community and believe this is the way to do it!

Thank you for your consideration!

Tammi Chappell

307-315-2015

2144 S BOXELDER ST CASPER WY 82604

WYOMING SHPO -- CLG ANNUAL REPORT FORM 2021 - 2022

Due Date: DECEMBER 31, 2022

Report Inclusion Dates: OCTOBER 1, 2021 through SEPTEMBER 30, 2022 (federal fiscal year)

Format: Please use the forms on the following pages to submit annual reports.

Please provide the following information with your Annual Report:

- ✓ 1. Signature page with signatures of all **NEWLY APPOINTED** commission members
- ✓ 2. Historic Preservation Commission Member Profile and Resume for all **NEWLY APPOINTED** commission members if not previously sent to SHPO.
- ✓ 3. **An updated list of all staff support and commission members, indicating official titles or positions and current contact information.**
- ✓ 4. A certified copy of the Certified Local Government's annual budget audit report or an explanation for why it is not being provided.
- ✓ 5. Copies of meeting minutes.
- ✓ 6. Documentation of training.
- ✓ 7. Description of all major accomplishments of the CLG commission during the federal fiscal year (10/1/21 to 9/30/22).

I verify that the information given in the annual report and evaluation documentation is true and accurate to the best of my knowledge.

Craig Collins, City Planner
Preparer's Name & Title

11/22/2022
Date

Signature

Date

CLG Chair Signature

Date

Chief Elected Local Official Signature

Date

CLG ANNUAL REPORT & EVALUATION DOCUMENTATION

1. MEETINGS

- ✓ Meetings are held in accordance with by-laws. Yes No
- At least 6 meetings were held during the federal fiscal year. Yes No
- Copies of minutes for all meetings are attached or were previously sent to SHPO. Yes No

2. MEMBERS

- Commission vacancies were filled within 30 days Yes No N/A
Vacancies are filled as quickly as possible, but the process takes longer than 30 days
- Newly appointed members met federal standards. Yes No N/A
- Copies of resumes for newly appointed members are attached. Yes No N/A

3. TRAINING

- Did CLG commission members receive training during the federal fiscal year? Yes No
- Is documentation of training attached? Yes No N/A

4. FUNDING

- Has the CLG received NPS CLG grant funding during the federal fiscal year? Yes No
- If yes, were all programmatic and procedural requirements for the grant project followed? Yes No N/A
- Has the CLG commission received funding from other sources? Yes No

5. NATIONAL REGISTER NOMINATIONS & PUBLIC COMMENT

- Did the CLG commission support or pursue listing properties in the National Register of Historic Places? Yes No
- Did CLG commission review and comment on nominations to the National Register of Historic Places? Yes No
- Did the commission provide a reasonable opportunity for public comment on National Register nominations to their local constituency, including those instances when the CLG is the nominating party for properties within the jurisdiction of the local government? Yes No N/A
- Did the CLG commission implement appropriate procedures for public comment and forward public comments to SHPO for properties within its jurisdiction being nominated to the National Register? Yes No N/A

- Did the chief elected official of the CLG transmit the report of the local commission regarding National Register nominations for property within the jurisdiction of the certified local government along with his/her recommendation directly to the SHPO? Yes No N/A
- Are copies of the appropriate notification letters, public notices, minutes or other documentation attached? Yes No N/A

6. PROGRAM SUPPORT FROM LOCAL GOVERNMENT

- Does the local government provide the commission with at least a minimum of part time, paid staff assistance? Yes No
- Has the local government provided the commission any of the following? (check all that apply) Yes No
 - operational funding support or assistance
 - use of their equipment, such as:
 - copiers
 - computers
 - office and meeting space
 - supplies, including paper, envelopes, and postage

7. CULTURAL RESOURCES INVENTORY

- During the Fiscal Year being reported, has the CLG commission conducted or supported additional surveys of cultural resources located within the jurisdiction of the CLG? Yes No
- During the Fiscal Year being reported, has the CLG commission gathered information on cultural resources within the jurisdiction of the CLG and advised government officials on historic preservation issues? Yes No
- Does the CLG commission maintain an organized compilation of information on properties that have been surveyed and evaluated within the jurisdiction of the certified local government? Yes No
- Has the local government provided a place to house the local inventory? Yes No N/A

8. PRESERVATION PLANNING

- Did the CLG or its commission take steps to protect properties significant to local residents through local designation? Yes No
- Did the CLG or its commission take any steps intended to protect resources identified in a survey? Yes No
- Did the CLG or its commission take any steps to incorporate historic preservation concepts into local planning initiatives? Yes No

- Did the CLG or its commission publicly recognize the significance of properties to attract tourists and other visitors interested in history and preservation? Yes No
- Has the CLG or its commission taken steps toward enacting any local ordinances or resolutions that enhance preservation within the jurisdiction of the local government? Yes No
- Has the CLG enforced appropriate local legislation for the designation and protection of historic properties? Yes No

9. HISTORIC PRESERVATION PROMOTION

- Has the CLG commission served as a liaison with community residents to gain recognition for historic properties? Yes No
- Has the CLG commission provided opportunities for the CLG to pursue a formal role in historic preservation? Yes No
- Has the CLG commission informed people about the benefits of historic preservation, the commission, and its work? Yes No
- Has the CLG commission demonstrated a commitment to and an appreciation of local cultural resources by:
(Check all that apply)
 - becoming more visible in the community
 - promoting historic preservation activities
 - protection of cultural resources
 - improvements in local appearance, the economic climate, or stimulating tourism
 - dispelling myths about preservation
 - establishing the credibility and trustworthiness of the commission
 - garnering support and/or enthusiasm for historic preservation
- Can the CLG commission demonstrate pursuit of sound preservation goals to make preservation an integral part of development and planning process that fits the needs, interests, and goals of local residents? Yes No
- Did the CLG commission sponsor or provide educational opportunities such as: Yes No
 - workshops for its own commission members
 - writing a regular preservation column for its local newspaper
 - any of a variety of activities to promote and support historic preservation, if checked describe below:

**NEWLY APPOINTED COMMISSION MEMBER
SIGNATURE PAGE**

We, the undersigned members of the _____ Casper _____ Historic Preservation Commission in _____ Casper _____, Wyoming, have read and are familiar with both the ordinance and bylaws of our commission.

SIGNED:

_____	_____
Name	Date
_____	_____
Name	Date
_____	_____
Name	Date
_____	_____
Name	Date
_____	_____
Name	Date

ROBERT A. KING

1551 THREE CROWNS DRIVE, SUITE 301
CASPER, WYOMING 82604
(307) 262-1776
bobking06@qwestoffice.net

November 19, 2020

Liz Becher
Community Development Director
200 North David Street, Suite 205
Casper, Wyoming 82601

Re: Historic Preservation Commission Opening

Dear Ms. Becher:

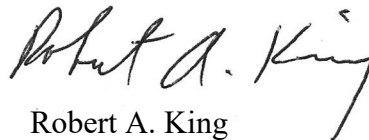
I hereby submit my name for consideration of appointment to the 2021 open position on the Casper Historic Preservation Commission.

I have been a resident of Casper for 41 years. I am a petroleum engineer by profession, having worked for both individual companies as an employee and consultant, and the State of Wyoming as both a Commissioner and Supervisor of the Wyoming Oil & Gas Conservation Commission.

I have served on the Amoco Reuse Agreement Joint Powers Board from 1998-2002, and the Three Crowns Management Committee from 2006-2015. I am currently on the Cadoma Foundation Board, the Enhanced Oil Recovery Commission Board, and the Casper Planning and Zoning Commission, whereby my term expires at the end of 2020. I am also an active member of the Natrona County Historical Society.

I have a strong appreciation for both Casper's history and future progress, and believe I can bring experience and insight to the Casper Historic Preservation Commission.

Sincerely,

A handwritten signature in black ink that reads "Robert A. King". The signature is written in a cursive style with a large, prominent "K".

Robert A. King

HISTORIC PRESERVATION COMMISSION DIRECTORY
As of September 30, 2022

Local Government Contact:

Craig Collins, City Planner
200 N David St
Casper, WY 82601
307-235-7579
ccollins@casperwy.gov

Board Contact:

Jeff Bond, Chairperson
2150 West 40th
Casper, WY 82604
307-234-3601
jeff@heinbond.com

Members:

Robin Broumley
1631 Blue Spruce Dr
Casper, WY 82609
307-473-9087
robinbroumley@gmail.com

Carolyn Buff
1617 Westridge Ter
Casper, WY 82604
307-234-5424
jcbuff@bresnan.net

Frank "Pinky" Ellis
3050 Pratt Blvd
Casper, WY 82609
307-234-6366
jnellis1010@gmail.com

Erich Frankland
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307-265-8213
efrankland@caspercollege.edu

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John Lang
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917-235-7452
johnlangsr@aol.com

Maureen M. Lee
PO Box 50203
Casper, WY 82605
928-210-6022
Western.ny.blonde@gmail.com

Paul Yurkiewicz
1042 N Grant St
Casper, WY 82601
646-896-4209
Paul1no2@hotmail.com



Casper Historic Preservation Commission
City of Casper Community Development Dept.
200 North David Street
Casper, WY 82601
Phone 307-235-8241

November 22, 2022

RE: Casper Historic Preservation Commission 2022 Annual Report
Request for copy of the CLG's annual budget audit report

The City of Casper's Fiscal Year 2021 was completed on June 30, 2021. Due to the length of the audited financial documents, a link was sent via email separate from this Annual Report.

A link will be sent for the City of Casper's Fiscal Year 2022 audited financial report when it becomes available.

CASPER HISTORIC PRESERVATION COMMISSION
MINUTES OF THE REGULAR MEETING
October 18, 2021 (ZOOM)

In attendance: Jeff Bond, Anthony Jacobsen, Robin Broumley, Pinky Ellis, Connie Hall, Carolyn Buff, John Lang

Absent: Erich Frankland, Paul Yurkiewicz, Ann Berg, Maureen Lee

Staff: Liz Becher, Community Development Director
Craig Collins, City Planning Department
Kristie Turner, Administrative Assistant III
Susan Frank (P&Z Liaison),
Lisa Engebretsen (Council rep)

Guest: Rebecca Mashak

ONLINE MEETING THIS MONTH. (Because of the rise in COVID cases, the City of Casper is resuming online meetings as a precaution.) A link was sent to all members of the Commission.

Jeff Bond called the meeting to order at 8:35 a.m.

Approval of Minutes

Mr Bond asked if everyone had read the minutes of the September 13, 2021, meeting and asked if there were any corrections. Three corrections were noted.

Minutes from September 13, 2021, were approved unanimously.

New Business

Commissioner Terms and upcoming appointments

Last month Mr. Collins asked that any commissioners not able to continue on the commission to submit a resignation letter so the commission can advertise for a new member. Ann Berg submitted her resignation on 10-17-21.

Progress Report on African American Study – Review/Direction

Rebecca Mashak presented her report to the group and discussed the information she has been able to gather up to this point. Ms. Mashak discussed the challenges and gaps that she has experienced in her research. She also discussed the method for the evaluation of sites.

Community members who might be able to contribute more information for the report are Leah Reeb and R.C. Johnson. R.C. Johnson has been contacted several times by Ms. Mashak and Ms. Hall. Ms. Broumley offered to reach out again to Ms. Johnson.

Ms. Mashak also suggested that letters be sent to the remaining individuals that she has not yet been able to connect with by other methods. It was decided by the commission that Ms. Mashak would write the letters and send them to Mr. Collins who will put them on HPC letterhead in an effort to encourage more responses.

Mr. Collins asked Ms. Mashak to include the tracking sheet she has for her outreach efforts. This will be attached to the report as an appendix.

The need for the redaction of personal information was discussed as the final report will most likely be published on the City of Casper website.

Mr. Collins will send the report out to the group and Mr. Bond asked that the members review the document and respond back to Mr. Collins with edits by November 12, 2021. Mr. Collins will compile the edits and forward the information to Ms. Mashak by November 15, 2021.

Old Business

SHPO/CLG Grant Project (Jeff/Staff)

No Update

OYD Committee Update (Connie and John)

Ms. Becher discussed the Ribbon Cutting Ceremony at the OYD Parking lot which will be held 10/26/21 after the City Council work session.

Other items discussed were the Midwest Street Project through the OYD program which will move the utilities underground.

P&Z Commission (Susan Frank, Liaison)

Ms. Frank announced Carol Johnson as the newest member of the P&Z Commission.

Demolition Permits (Staff)

Mr. Collins shared 2 demo items.

Sub-Committee reports

- Ghost Signs (**John and Connie**)
No Update
- Brochures and Mobile App (**Paul, Jeff, Ann and Robin**)
No Update

- GIS map of historic properties and surveyed properties for website (**Jeff and Anthony**)
Anthony mentioned contacting SHPO for training on mapping features.
- Field Visits/Tours (**Robin and Connie**)
On hold for now.
- Social Media/Outreach/Education (**Maureen, Paul and Ann**)
No Update.
- Strategic Plan progress/review (**Jeff**)
No update.

Other Business

The next meeting will be November 08, 2021, at TBD.

Meeting adjourned at 9:46 a.m.

Respectfully submitted,


Liz Becher
Community Development Director

CASPER HISTORIC PRESERVATION COMMISSION
MINUTES OF THE REGULAR MEETING
November 8, 2021 (ZOOM)

In attendance: Jeff Bond, Anthony Jacobsen, Pinky Ellis, Connie Hall, Carolyn Buff, John Lang, Erich Frankland, Paul Yurkiewicz, Maureen Lee

Absent: Robin Broumley

Staff: Liz Becher, Community Development Director
Craig Collins, City Planning Department
Kristie Turner, Administrative Assistant III
Susan Frank (P&Z Liaison),
Lisa Engebretsen (Council rep)

Guest: N/A

ONLINE MEETING THIS MONTH. (Because of the rise in COVID cases, the City of Casper is resuming online meetings as a precaution.) A link was sent to all members of the Commission.

Jeff Bond called the meeting to order at 8:34 a.m.

Approval of Minutes

Mr Bond asked if everyone had read the minutes of the October 18, 2021, meeting and asked if there were any corrections. No corrections were noted.

Minutes from October 18, 2021, were approved unanimously.

New Business

Training

Training opportunities were discussed and a list of sources were included in the packet. The commissioners will review and look for any additional training they might be interested in for this year.

Progress Report on African American Study – Review/Direction

Mr. Collins shared that he had received edits from a couple of the commissioners and reminded everyone that any remaining edits need to be submitted by November 11, 2021.

End of Year Report

Mr. Collins shared the end of year report with the commission. Mr. Bond will sign the report this week and Mr. Collins will add the report to the City Council agenda.

Committee Resignation and Appointment

Ann Berg submitted her resignation October 17, 2021. Bob King has submitted his letter of interest. The commission passed a motion to accept Bob King's letter and Mr. Collins has added the appointment of Mr. King to the City Council agenda.

Old Business

SHPO/CLG Grant Project (Jeff/Staff)

Mr. Collins shared with the commission that there was a property that might qualify for the Grant and that the City was applying for the Grant. However, due to the nature of the project he could not disclose any additional information. Mr. Collins will keep the commission informed when he is free to do so.

OYD Committee Update (Connie and John)

The parking lot dedication was on October 26, 2021. The weather was a factor in turn out.

P&Z Commission (Susan Frank, Liaison)

Ms. Frank commented that there was only one case last month.

Demolition Permits (Staff)

Mr. Collins shared 1 demo item.

Sub-Committee reports

- **Ghost Signs (John and Connie)**
There are no new signs to report. Ms. Hall asked about the work being done next to the Nolan. Mr. Jacobsen commented that they had lost one small exit sign but were working to preserve the large sign on the south side.
- **Brochures and Mobile App (Paul, Jeff, Ann and Robin)**
No Update
- **GIS map of historic properties and surveyed properties for website (Jeff and Anthony)**
Mr. Bond shared the google map that he has built off of the survey data. He is still waiting to hear from SHPO on the Wyotrack project before spending resources duplicating efforts. Mr. Collins stated that he would like to pursue adding Mr. Bond's map to the HPC webpage on the City website. Mr. Collins also suggested that commission ask SHPO to provide a training on Wyotrack in the future.
- **Field Visits/Tours (Robin and Connie)**
On hold for now.

- Social Media/Outreach/Education (**Maureen, Paul and Ann**)

Ms. Lee reported that the Facebook page has 320 likes and 339 followers. It was suggested that information regarding the African American study should be posted to the page as well as a pic of the map Mr. Bond has worked on with some additional information. There was also some discussion regarding posting pictures from an historic book and copyright issues were discussed. Ms. Lee will double check on the copyright issue.

- Strategic Plan progress/review (**Jeff**)

No update.

Other Business

Ms. Lee brought up the topic of the tunnel system that was first developed by Wells Fargo in the downtown area. Some ideas for gathering more info on the tunnels were contacting the Fire department, the City Engineering department, Rocky Mountain Power, and Black Hills Energy. Additionally, the idea of contacting the GIS professor who might be able to use radar to track the systems was discussed.

The next meeting will be December 13, 2021, at TBD.

Meeting adjourned at 9:46 a.m.

Respectfully submitted,



Liz Becher
Community Development Director

CASPER HISTORIC PRESERVATION COMMISSION
MINUTES OF THE REGULAR MEETING
December 13, 2021

In attendance: Anthony Jacobsen, Pinky Ellis, Connie Hall, Carolyn Buff, John Lang, Erich Frankland, Paul Yurkiewicz, Robin Broumley

Absent: Maureen Lee, Jeff Bond
Liz Becher, Community Development Director
Susan Frank (P&Z Liaison)

Staff: Craig Collins, City Planning Department
Kristie Turner, Administrative Assistant III
Lisa Engebretsen (Council rep)

Guest: N/A

Connie Hall called the meeting to order at 8:34 a.m.

Approval of Minutes

Mr. Bond asked if everyone had read the minutes of the November 8, 2021, meeting and asked if there were any corrections. Three corrections were noted.

Minutes from November 8, 2021, were approved unanimously.

New Business

Progress Report on African American Study – Review/Direction

Mr. Collins shared that the study was sent to Ms. Mashak and she has forwarded the report to SHPO. We sent out letters from Ms. Mashak's list and have received one response back.

End of Year Report

The End of Year report was approved by council and we are currently waiting for the Mayor to sign and then Mr. Collins will submit the report.

Committee Appointment

Bob King was approved by Council and all three reapplications were approved.

WyoTrack Training

Mr. Collins has contacted SHPO and requested training. SHPO replied that they are working on developing a training for next year.

Future Topics

Items discussed were:

- brochures,
- a micro walking tour for the summer around the Nolan and downtown area, partnering with BirdBox (the company that manages the scooters) to tie in the map on the scooter app with historic sites,
- QR code for walking tour info,
- gathering info about other Historic Commissions activities around the state.

Old Business

SHPO/CLG Grant Project (Jeff/Staff)

The project Mr. Collins mentioned last month does not qualify. However, since grant funding has been extended through February, Mr. Collins asked if there were any projects that the commission would like to pursue.

Ms. Broumley asked about possible plaques on historical sites.

Mr. Collins asked Ms. Broumley about the cost and which sites needed plaques.

Other ideas were walking tour books similar to the ones Cheyenne uses.

OYD Committee Update (Connie and John)

No Report

P&Z Commission (Susan Frank, Liaison)

This month there is a zone change and small subdivision change.

Demolition Permits (Staff)

No Report

Sub-Committee reports

- Ghost Signs (**John and Connie**)
There are no new signs to report.
- Brochures and Mobile App (**Paul, Jeff, Ann and Robin**)
No Update

- GIS map of historic properties and surveyed properties for website (**Jeff and Anthony**)
Mr. Bond is still waiting to hear from SHPO on the WyoTrack project before spending resources duplicating efforts.
- Field Visits/Tours (**Robin and Connie**)
Mr. Collins shared that the Commission is free to schedule visits. It was determined that Ms. Broumley will attempt to schedule visits or tours directly after the meetings.
- Social Media/Outreach/Education (**Maureen, Paul and Ann**)
Mr. Yurkiewicz reported that the Facebook page has 353 followers. Once the African American Study is complete, it will be added to the Facebook page and we will use an advertising boost (\$10) to increase interest.
- Strategic Plan progress/review (**Jeff**)
No update.

Other Business

Mr. Frankland asked about the possibility of changing the meeting day. A poll will be sent to survey the group.

Ms. Hall discussed two ranchettes that are in the same area as the oil company homes. Her understanding is that these might be of interest to the group and will follow up with addresses.

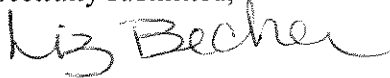
Ms. Engebretsen mentioned a property that was built in 1901 and asked if that is the type of home the Commission is interested in and how residents go about applying for historical status.

Mr. Collins stated that those are the types of surveying projects the Commission can use to apply for grant money.

The next meeting will be January 10, 2022 at TBD.

Meeting adjourned at 9:20 a.m.

Respectfully submitted,



Liz Becher
Community Development Director

CASPER HISTORIC PRESERVATION COMMISSION
MINUTES OF THE REGULAR MEETING
January 10, 2022

In attendance: Jeff Bond, Anthony Jacobsen, Carolyn Buff, John Lang, Paul Yurkiewicz, Robin Broumley, Bob King

Absent: Maureen Lee, , Connie Hall, Pinky Ellis, Erich Frankland
Liz Becher, Community Development Director
Lisa Engebretsen (Council rep)

Staff: Craig Collins, City Planning Department
Kristie Turner, Administrative Assistant III

Guest: Rob Piotter

Jeff Bond called the meeting to order at 8:32 a.m.

Election of Officers

John Lang made a motion to keep the current Chairman and nominated Connie Hall for Vice Chairman.

The motion was seconded by Carolyn Buff. Motion passed unanimously.

Approval of Minutes

Mr. Bond asked if everyone had read the minutes of the December 13, 2021, meeting and asked if there were any corrections. One correction was noted.

Minutes from December 13, 2021, were approved unanimously.

New Business

Discussion with Rob Piotter

Mr. Piotter has been researching the old underground tunnels that were used to provide steam heat from Casper Electric Company to businesses and residences in the downtown area. Mr. Piotter described all the business that he knows of and has visited that were at one point connected to the tunnel system. Mr. Piotter discussed with the commission ideas regarding whether the tunnels had been mapped or when and why the tunnel accesses were closed off. The exact locations of access to the steam tunnel system remains a mystery and Rob is dedicated to researching the topic.

Discussion of December items

- Ms. Broumley is currently working on researching the structures on the Historic Register that need plaques and the cost of plaques.
- The option to use text for agendas, bids, etc. is being reviewed by the City's IT department.
- Ms. Becher will be reaching out to Bird Scooters to inquire about integrating maps on the scooter App.
- Poll results for meeting availability reflected Monday at 8:30 as the preferred time by the commission members.

Progress Report on African American Study – Review/Direction

SHPO is reviewing the report. Mr. Collins has been in contact with Bethany Kelly.

Old Business

SHPO/CLG Grant Project (Jeff/Staff)

No Report

OYD Committee Update (Connie and John)

No Report

P&Z Commission

This month there is a small subdivision change and two conditional use cases.

Demolition Permits (Staff)

No Report

Sub-Committee reports

- Ghost Signs (**John and Connie**)
Mr. Lang will send photos to Mr. Bond.
- Brochures and Mobile App (**Paul, Jeff, Ann and Robin**)
No Update
- GIS map of historic properties and surveyed properties for website (**Jeff and Anthony**)
No Update
- Field Visits/Tours (**Robin and Connie**)
No Update
- Social Media/Outreach/Education (**Maureen, Paul and Ann**)
Mr. Yurkiewicz reported that the Facebook page has 360 followers.
- Strategic Plan progress/review (**Jeff**)
No update.

Other Business

The next meeting will be February 14, 2022 at the old Wells Fargo building for a tour.

Meeting adjourned at 9:43 a.m.

Respectfully submitted,

A handwritten signature in black ink that reads "Liz Becher". The signature is written in a cursive, slightly slanted style.

Liz Becher
Community Development Director

CASPER HISTORIC PRESERVATION COMMISSION
MINUTES OF THE REGULAR MEETING
March 14, 2022

In attendance: Jeff Bond, Anthony Jacobsen, Carolyn Buff, John Lang, Paul Yurkiewicz, Robin Broumley, Bob King, Maureen Lee, Connie Hall, Pinky Ellis,

Absent: Erich Frankland
Liz Becher, Community Development Director

Staff: Craig Collins, City Planning Department
Kristie Turner, Administrative Assistant III

Guest:

Jeff Bond called the meeting to order at 8:31 a.m.

Approval of Minutes

Mr. Bond asked if everyone had read the minutes of the January 10, 2022, meeting and asked if there were any corrections. No corrections were noted.

Minutes from January 10, 2022, were approved unanimously.

New Business

- Mr. Bond and Ms. Broumley have met with Visit Casper to partner with them on printing brochures for the walking tour. Visit Casper has all the assets and will review the document. Timeframe for review is April with printing possible in mid-May.
- May is Historic Preservation Month. Mr. Yurkiewicz is reaching out to other organizations in town to put on a social event as a fun way to foster and strengthen relationships. Timeframe would be the second week of May after Tourism week. The commission will put up posters to promote Historic Preservation Month and will coordinate event promotion. The Commission put together a long list of possible organizations and local business to invite to the event.
- The commission discussed plaques for buildings on the National Historic Registry. A list of properties that qualify is being developed and Mr. Collins will send out a letter asking if any of those properties are interested in a plaque. The commission discussed the possibility of the City contributing to a portion of the cost of the plaques. The buildings on the walking tour were listed as a priority.

Progress Report on African American Study – Review/Direction

The report has been approved by SHPO and it has been returned to the City with all sensitive information redacted. The Commission has given Mr. Collins approval to present the report to City Council.

Old Business

SHPO/CLG Grant Project (Jeff/Staff)

No Report

OYD Committee Update (Connie and John)

Mr. Lang gave an update. The new Chairperson for OYD is Amber Pollock and Steve Freel will be the Vice Chair.

P&Z Commission

This month there is a small subdivision change.

Demolition Permits (Staff)

There are two demolition cases this month.
1405 E 2nd
138 S. Kimball – Commissary Mall

Sub-Committee reports

- **Ghost Signs (John and Connie)**
Mr. Lang will update the PowerPoint video presentation for May's event.
- **Brochures and Mobile App (Paul, Jeff, Ann and Robin)**
See notes above
- **GIS map of historic properties and surveyed properties for website (Jeff and Anthony)**
The map of surveyed properties is on the website. There are a few sites missing and Ms. Turner will work with Mr. Bond for additional solutions.
- **Field Visits/Tours (Robin and Connie)**
The Commission will send a thank you note for the tour in February and Ms. Broumley will reach out for additional tours opportunities.
- **Social Media/Outreach/Education (Maureen, Paul and Ann)**
Mr. Yurkiewicz reported that the Facebook page has a slow but steady increase in followers.
- **Strategic Plan progress/review (Jeff)**
No update.

Other Business

The next meeting will be April 11, 2022 at City Hall.

Meeting adjourned at 10:00 a.m.

Respectfully submitted,

A handwritten signature in black ink that reads "Liz Becher". The signature is written in a cursive style with a large, stylized "L" and "B".

Liz Becher
Community Development Director

CASPER HISTORIC PRESERVATION COMMISSION
MINUTES OF THE REGULAR MEETING
April 11, 2022

In attendance: Jeff Bond, Anthony Jacobsen, Carolyn Buff, John Lang, Paul Yurkiewicz, Robin Broumley, Bob King, Connie Hall, Pinky Ellis,

Absent: Maureen Lee, Erich Frankland

Staff: Liz Becher, Community Development Director
Craig Collins, City Planning Department
Kristie Turner, Administrative Assistant III

Guest:

Jeff Bond called the meeting to order at 8:35 a.m.

Approval of Minutes

Mr. Bond asked if everyone had read the minutes of the March 14, 2022, meeting and asked if there were any corrections. No corrections were noted.

Minutes from March 14, 2022, were approved unanimously.

New Business

- May is Historic Preservation Month.
 - Mr. Yurkiewicz is reaching out to Black Tooth Brewery to secure location.
 - Date for Event will be May 13th.
 - Preservation Month Poster with Event details will be put up at the end of April.
 - The photos that Jeff and Connie have will be used at the event.
 - Ms. Broumley and Mr. Bond are meeting with Visit Casper to see if the first run of Brochures will be ready by May 13th. Ms. Broumley is working on the current edits and presented cover mock ups.
 - Approach the library for a display to celebrate Historic Preservation Month with details regarding the event if possible.

Old Business

SHPO/CLG Grant Project (Jeff/Staff)

No Report

OYD Committee Update (Connie and John)

Mr. Lang gave an update. The OYD has a service opportunity planned in late May to fill the planters on Midway and West Yellowstone with flowers for the summer.

P&Z Commission

There are two subdivision cases for April.

Demolition Permits (Staff)

There was one demolition case this month.
711 E 11th St.

Sub-Committee reports

- Ghost Signs (**John and Connie**)
Ms. Hall was able to get pictures of the ghost sign at the Commissary Mall before it was totally demolished. Oil City news also sent out pictures of the ghost sign. Mr. Lang will update the PowerPoint video presentation for May's event.
- Brochures and Mobile App (**Paul, Jeff, Ann and Robin**)
See notes above.
- GIS map of historic properties and surveyed properties for website (**Jeff and Anthony**)
Ms. Turner is working with Casper GIS to create a map that might replace the Google map on the website.
- Field Visits/Tours (**Robin and Connie**)
No Updates.
- Social Media/Outreach/Education (**Maureen, Paul and Ann**)
Mr. Yurkiewicz reported that the Facebook page has 181 followers.
- Strategic Plan progress/review (**Jeff**)
No update.

Other Business

Battle of Red Butte final report will be presented our next meeting.

The next meeting will be May 9th in the Downstairs Meeting Room at City Hall.

Meeting adjourned at 9:50 a.m.

Respectfully submitted,



Liz Becher
Community Development Director

CASPER HISTORIC PRESERVATION COMMISSION
MINUTES OF THE REGULAR MEETING
May 9, 2022

In attendance: Jeff Bond, Anthony Jacobsen, John Lang, Paul Yurkiewicz, Robin Broumley, Bob King, Connie Hall, Pinky Ellis,

Absent: Maureen Lee, Erich Frankland, Carolyn Buff

Staff: Liz Becher, Community Development Director
Craig Collins, City Planning Department
Kristie Turner, Administrative Assistant III

Guest:

Jeff Bond called the meeting to order at 8:31 a.m.

Approval of Minutes

Mr. Bond asked if everyone had read the minutes of the April 11, 2022, meeting and asked if there were any corrections. No corrections were noted.

Minutes from April 11, 2022, were approved unanimously.

Introduction of Guest

James Brown, Allan Fraser, and Bart Rea

New Business

- James Brown, Allan Fraser, Bart Rea presented their report “Locating the Custard Wagon Fight” on the Battle of Red Butte. A copy of the report will be available to the group.
- May is Historic Preservation Month
 - Meeting at Black Tooth Brewery @ 4pm on May 13, 2022.
 - Jeff will call to inquire if brochures will be ready.

Old Business

Due to length of presentation no other reports or updates were discussed.

SHPO/CLG Grant Project (Jeff/Staff)

No Report

OYD Committee Update (Connie and John)

No Report

P&Z Commission

No Report

Demolition Permits (Staff)

No Report

Sub-Committee reports

- Ghost Signs (**John and Connie**)
 - No Report
- Brochures and Mobile App (**Paul, Jeff, Ann and Robin**)
 - No Report
- GIS map of historic properties and surveyed properties for website (**Jeff and Anthony**)
 - No Report
- Field Visits/Tours (**Robin and Connie**)
 - No Report
- Social Media/Outreach/Education (**Maureen, Paul and Ann**)
 - No Report
- Strategic Plan progress/review (**Jeff**)
 - No Report

Other Business

The next meeting will be June 13th in the Downstairs Meeting Room at City Hall.

Meeting adjourned at 10:15 a.m.

Respectfully submitted,

Liz Becher
Community Development Director

HPC Training Log

11/3/21 – SHPO Lunch and Learn – National Register Basics

Craig
Kristie
Anthony

12/15/21 – SHPO Lunch and Learn – How to Write National Register Nomination

Craig
Kristie
Susan Frank
Connie Hall

Casper CLG Annual Report Federal FY22

NARRATIVE – November 2022

Description of major accomplishments during the fiscal year.

With the restrictions imposed by COVID over the last two years finally being lifted, the Commission was able to resume in person meetings and was able to continue to make excellent progress in the implementation of the goals of their 2019 Strategic Plan. Highlights follow:

- The Cultural Resource Study/Inventory of local African American historical assets that was started in FY21 was completed in FY22. This project came about as a direct result of the Strategic Planning process, and is listed in the document under Goal #1 (*Strengthen Protection and Preservation Efforts*). During the survey, 28 physical locations, and two (2) new sites were identified within Casper that are eligible for listing on the National Register of Historic Places. Although the project was limited in scope, it is important because it provides guidance for additional surveys and future property evaluations. A copy of the report was published to the City of Casper/Historic Preservation Commission website.
- The HPC hosted Rob Piotter. Mr. Piotter has been researching the old underground tunnels that were used to provide steam heat from Casper Electric Company to businesses and residences in the downtown area. Mr. Piotter described all the businesses that he knows of and has visited that were at one point connected to the tunnel system.
- The HPC hosted James Brown, Allan Fraser, and Bart Rea who presented their report “Locating the Custard Wagon Fight” on the Battle of Red Butte.
- The Commission added an interactive map of historic properties to the City of Casper/Historic Preservation Commission website. The map includes 56 properties and 3 districts, each with a brief description of the site’s history.
- HPC produced a Self-Guided Tour brochure that included three main topics:
 - The history of the Casper area and walking tour of downtown
 - A tour of monuments and markers
 - Information on and a tour of the Wolcott district
- The Commission continues to foster community partnerships (*also covered under Goal #1 of the Strategic Plan*) with other relevant bodies such as the Old Yellowstone District Advisory Committee, the Planning and Zoning Commission, and the City Council. HPC Commissioners attend meetings with the goal of interjecting historic context into the City’s redevelopment efforts in the 100-plus acre historic core/downtown. Liaisons from

both the Planning and Zoning Commission and the City Council regularly attend HPC meetings as a tangible way to horizontally integrate preservation efforts. Building relationships and fostering communication with other boards and commissions is an essential objective of the Commission, as supported in the Strategic Plan.

- The Commission continues to grow its online presence through social media. Although not the only tool in the citizen outreach “toolkit,” social media has become the most prolific method of interacting with the public, providing education, and fostering interest in historic preservation.
- To celebrate National Historic Preservation Month, the Casper Historic Preservation Commission hosted an Open House at Black Tooth Brewing. Black Tooth is noted for being the very first business of The Nolan, a “mixed-use development in downtown Casper’s historic Yellowstone District.” The entire community was invited to “drop in and join us to celebrate Casper’s rich history,” with representatives from many of Casper’s community organizations being in attendance to share their organization’s focus, passions, and projects.

OLD YELLOWSTONE DISTRICT ADVISORY COMMITTEE MEETING
Monday, November 28, 2002 at 355 S. Ash

The OYD held its monthly meeting at 4:00 p.m. on Monday, November 28, 2022.

Members Present: Kyle Gamroth, Jamie Haigler, Joe Hutchison, Kelly Ivanoff,
Mike McIntosh, Karen Meyer, Amber Pollock, Phillip Rael

Members Absent: Julie Condelario, Carol Martin, Maribeth Plocek

Liaisons Present: Renee Hahn (ARAJPB), Connie Thompson and John Lang (Historic
Preservation)

Guests Present: Jeffree Star, Michael Hirschbine, and Wade Wohl from the Star Yak
Ranch, Pete Maxwell from the Gaslight Social, and Paul Meyer

Staff Present: Liz Becher, Craig Collins, Barb Santmire

CALL TO ORDER:

Chairperson Pollock welcomed everyone and called the meeting to order at 4:05 p.m.

APPROVAL OF THE OCTOBER 24 MINUTES:

Chairperson Pollock asked for approval of the October 24, 2022 meeting minutes. Ms. Meyer moved to approve the minutes. Mr. Hutchison seconded. All members voted aye; minutes were approved.

INTRODUCTION OF GUESTS/PUBLIC COMMENTS:

Chairperson Pollock asked for the members to introduce themselves, including their business/organization affiliation.

Jeffree Star, purchaser of the former Hall on Ash (355 S. Ash) introduced himself and his team and spoke to his vision for the space to be repurposed as a retail opportunity for his Star Yak Ranch meat and his makeup/skincare lines. Mr. Star also talked about his plans for renovating the building and working closely with the community.

Mr. Gamroth asked if the OYD Advisory Committee had a role in the review of the building changes. Ms. Becher said that role is the responsibility of the Architectural Review Committee, by a 2008 Council resolution. Ms. Becher also clarified that minor remodeling, such as painting, can be done on up to 50% of a building without any review. If a remodel will be for 50% or more of a structure, then it would be reviewed by the Architectural Review Committee.

OLD BUSINESS:

Christmas light hanging with Parks department

Mr. Ivanoff reported that five Committee members were able to be present and hung lights on Ash St. and Center St.

Historic Preservation Plaque project/grant application

Ms. Becher stated she would like to have a separate work meeting and inquired about the members availability. Mid-December date options will be sent out via email to get a meeting on the calendar.

“Fall into Fun” event follow up

An event summary was provided. OYD members were asked by the DDA to donate time and/or supplies to support downtown events over the Christmas/New Year timeframe. A list of requested items and times for which in-person support will be needed was passed around so members could sign up for specific items and/or events. It was also proposed that there might be an opportunity for the OYD to host an event or two of their own. Suggestions of possible events included community caroling, having music provided by the Kelly Walsh marching band, and a live Nativity scene. Ms. Becher will follow up with the DDA on available dates.

NEW BUSINESS:

Property Owner – Committee seat openings/renewals

Ms. Becher stated there are four 2-year terms expiring and 1 seat (with 1 year remaining) that is open due to the resignation of Mr. Cessor. Any committee members interested in serving again should submit a letter of interest. A public notice will be published to determine if there is interest from anyone else in the District. It will be forwarded to the Committee.

“Rudolphing” the OYD

Ms. Becher asked the committee members if they were interested in “Rudolphing” again this year. Committee members go into various businesses located in the OYD spreading holiday spirit and handing out gift cards donated by local businesses. This was done last year and was well received in the community. The members agreed they would like to do this again and also suggested that flyers about the OYD be created and left at each place visited. A schedule will be created and sent out with a request for members to sign up for specific dates/locations.

Other Property Activity

There was nothing for discussion.

OTHER BUSINESS:

Historic Preservation Liaison Report

Mr. Lang mentioned that at the last Historic Preservation meeting a moment of silence was held in memory of Pinky Ellis. He further reported that the Commission reviewed a couple of demolition permits and entered a float in the Christmas Parade during which they handed out “business cards” with a QR code link to the Self-Guided Tours brochure previously released. Mr. Lang then passed out cards to each member.

ARAJPB Liaison Report

Ms. Hahn reported that her board is working with DEQ to get Fire Station 1 classified as a commercial property on the Platte River Commons (at Poplar/King) which would allow for a risk assessment report to be done.

NEXT MEETING:

The December meeting is proposed to be cancelled and a New Year's holiday event/meeting would happen in January, as in years past.

ADJOURN:

Chairperson Pollock thanked Mr. Star for hosting the meeting. A motion was made to adjourn. The business meeting adjourned at 5:05 p.m.

(Minutes prepared by Barb Santmire)
Respectfully Submitted,

Amber Pollock
Chairperson

**CASPER PLANNING AND ZONING MEETING
THURSDAY November 10, 2022
CITY COUNCIL CHAMBERS**

These minutes are a summary of the meeting. For full details view online at www.casperwy.gov on the Meetings and Agendas web page. The Planning and Zoning Commission held a meeting at 6:00 p.m., on Thursday November 10, 2022, in the Council Chambers, City Hall, 200 North David Street, Casper, Wyoming.

Members Present: Maribeth Plocek
 Terry Wingerter
 Travis Van Hecke
 Kenneth Bates
 Michael McIntosh
 Joe Hutchison

Absent Members: Vickery Fales-Hall
 Wallace Trembath, Deputy City Attorney

Others present: Craig Collins, City Planner
 Barb Santmire, Administrative Assistant III
 Bruce Knell, Council Liaison
 Liz Becher, Community Development Director

I. MINUTES OF THE PREVIOUS MEETING

Chairperson Bates asked if there were additions or corrections to the minutes of the October 13, 2022 Planning & Zoning Commission meeting.

Chairperson Bates called for a motion to approve the minutes of the October 13, 2022 Planning & Zoning Commission meeting.

Mr. Wingerter made a motion to approve the minutes of the October 13 meeting. The motion was seconded by Mr. McIntosh.

Chairperson Bates abstained. All others present voted aye. Motion carried.

II. PUBLIC HEARINGS

Our first case this evening:

CUP-284-2022 – Request for a Conditional Use Permit to operate an in-home child care center, with a maximum capacity of up to fifteen (15) unrelated children, at 2936 Ridgecrest Drive, more particularly described as Valley Hills Addition, Lot

25 and a 20' strip ADJ. Applicant: Cristol Lovato dba Comfy Cozy Child Care for Infants and Toddlers.

Craig Collins, City Planner presented the staff report, including four (4) conditions, and entered 5 exhibits into the record for this case.

Chairperson Bates opened the public hearing and asked for the person representing the case to come forward and explain the application.

Ms. Cristol Lovato, 2936 Ridgecrest Dr., spoke as representative for this case.

Mr. Wingerter asked the applicant if she is aware of the four (4) conditions included for consideration. The applicant indicated she is aware.

Mr. Wingerter asked about the construction/yellow tape in the front yard of the subject property. The applicant explained that a recent sidewalk replacement had resulted in a "lip". The tape was left up while the trip hazard was addressed.

Chairperson Bates asked if there was anyone in the audience wishing to speak in favor of or opposition to this case?

There being no others to speak, Chairperson Bates closed the public hearing and entertained a motion to approve, approve with conditions, deny, table, or postpone to a date certain CUP-284-2022 regarding the Cozy Comfort Child Care for Infants and Toddlers.

Mr. McIntosh made a motion to approve case CUP-284-2022 with the four (4) conditions listed in the staff report. The motion was seconded by Mr. Wingerter.

All those present voted aye. Motion carried.

Our second case this evening:

CUP-288-2022 – Request for a second amendment to a Conditional Use Permit granted March 25, 2014 to enlarge an existing detached garage by an additional 128 square feet, located at 643 East 17th Street, more particularly described as a portion of Block 37, Butler Heights Addition. Applicant: Emerick Huber.

Craig Collins, City Planner presented the staff report, including one (1) condition, and entered 6 exhibits into the record for this case.

Chairperson Bates opened the public hearing and asked for the person representing the case to come forward and explain the application.

Mr. Rob Shively, 301 Thelma, spoke as representative for this case.

Chairperson Bates asked if the applicant is aware of the one (1) condition included for consideration. The applicant's representative indicated he is aware.

Mr. Wingerter referenced a picture of the existing structure asking for clarification on where the addition will be located.

Chairperson Bates asked if there was anyone in the audience wishing to speak in favor of or opposition to this case?

Trent Zempel, 673 E 17th St., spoke in favor of the case.

Houston Hanna, 663 E 17th St., spoke in favor of the case.

There being no others to speak, Chairperson Bates closed the public hearing and entertained a motion to approve, approve with conditions, deny, table, or postpone to a date certain **CUP-288-2022** regarding the second amendment to a Conditional Use Permit granted March 25, 2014.

Having noted that the Planning and Zoning Commission has considered all relevant factors, including, but not limited to, those set forth in Casper Municipal Code Section 17.12.240(H), and finding that the Conditional Use Permit meets the two (2) findings required by Casper Municipal Code Section 17.12.240(G), Ms. Plocek made a motion to approve case **CUP-288-2022** with the one (1) condition listed under the “Recommendation” section of the staff report. The motion was seconded by Mr. McIntosh.

All those present voted aye. Motion carried.

III. SPECIAL ISSUES:

There were none.

IV. COMMUNICATIONS:

A. Commission:

Mr. Wingerter asked if anyone had knowledge of when the road work at 12th & McKinley may be completed. No one had any pertinent information.

Chairperson Bates congratulated winners of the recent election.

B. Community Development Director:

Liz Becher stated that there would be an opportunity for fellowship and celebration of the holidays after the December 8th Planning and Zoning Commission meeting.

C. Council Liaison:

Bruce Knell thanked the Commission members for their service.

D. OYD and Historic Preservation Commission Liaisons:

OYD – There were none.

HPC – Mr. Wingerter shared the recent loss of Historic Preservation Commissioner Pinky Ellis. He commented on Mr. Ellis’ extensive history in the community and mentioned that he will be greatly missed.

- E. Other Communications:
There were none.

V. **ADJOURNMENT:**

Chairperson Bates adjourned the meeting at 6:35pm.

Chairperson

Secretary

Org.	Members
Casper Historical Preservation Commission	
Meets first Monday each month - 8:30 am	
	Jeff Bond - Chair
	Connie Hall
	Robin Broumley
	Pinky Ellis
	Maureen Lee
	Paul Yurkiewicz
	John Lang
	Anthony Jacobsen
	Carolyn Buff
	Bob King
	Ken Bates, Vickery Fales-Hall, Carol Johnson - P&Z Liaisons

Natrona County Historical Society
Meets fourth Thursday each month - 6:30 pm
Robin Broumley - Chair
Sally Sarvey
Becky Steensland

Fort Caspar Museum Association
Con Trumbell - Chair
Steve Dacus, Sr.
Steve Dacus, Jr.
Johanna Wickman
Jim Robinson
Shannon Tippit
Joe Hayek

DAR Fort Caspar Chapter
Shelly Trumbull - Regent
Kristen Trumbull
Valery Redmond
Robin Broumley
Rosa Goolsby
Julie Thiel
Becky Steensland
Susan Haines
Brittany Levitt
Anne Holman
Chrysty Stumpp

Cadoma Foundation
Meets quarterly - day and time varies
Susan Bishop - Chair
Dave Bentzin
Mark Bennett
Erich Franklin
Ann Hines
Randy Hein
Clint Hernandez
Bob King
John Strombeck
Rebecca Hunt

Org.	Members
Old Yellowstone District Advisory Committee	
Meets fourth Monday each month - 4:00 pm	
	Amber Pollock
	Phil Rael
	Joe Hutchinson
	Maribeth Plocek
	Carol Martin
	Tyler Cessor
	Karen Meyer
	Kelly Ivanoff
	Steve Freel
	Jamie Haigler
	Mike McIntosh, Joe Hutchinson, Maribeth Plocek - P&Z liaisons
	Julie Condelario
	Renee Hahn - ARAJPB Liaison
	Connie Thompson - CHPC Liaison
	John Lang - CHPC Liaison

Western History Center
Katrina Brown - Director
Hanz Olson - Archivist

National Historic Trails Center
Gena Jensen - Director
Jason Vlcan - Staff
Bruce Berst
Daniel Mattern
Kim Roylance
Rachel Hedges
Tom Rea
Cam Walker
Nic Skalicky
Jim Beck
Les Bennington - Liaison

Natrona County Historic Preservation Commission
Meets second Wednesday each month - 12:00 pm
Rick Young
Audrey Cotherman
Judith Meyer
Carolyn Buff
Daniel Bailey
Janie Nelson

Wyoming Archaeological Society
Dr. Marvis Greer - President
Dr. John Greer - Secretary
Carolyn Buff - Treasurer

WyoHistory.org
Tom Rea - editor
Dave Taylor - Advisory Board (Casper)

Wyoming Veteran's Memorial Museum
John Woodward - Director