



CASPER HISTORIC PRESERVATION COMMISSION
AGENDA
November 14, 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.
 - a. Approve minutes of the October 10, 2022, meeting.

- II. Introduction of members/guests present

- III.
 1. Potential Changes to Rules and Regulations (**City Attorney**)
 2. Christmas Parade Preparation (**Connie**)
 3. Outreach/liaison discussion – (**Bob**)
 3. Commission openings – Terms ending this December (*Carolyn, Anthony, *Maureen, *Paul & 2 vacancies*). ** Indicates that staff has not yet received a written request for reappointment.*

- IV. Old Business:
 - a. OYD Committee Update – (*October 24, 2022 minutes*) (**Connie and John**)
 - b. P & Z Commission Update (*October 13, 2022 minutes*) (**Liaison**)
 - c. Demolition Permit Update – Review of photos at meeting
 - 1117 S. Melrose Street
 - 315 E. 15th Street
 - 4021 Norwood
 - d. Recognition of Local Businesses
 - i. Sherrie's 100th Anniversary
 - ii. Curb Appeal donation of painting job

- e. Sub-Committee reports
 - i. Social Media/Outreach/Education – (**Maureen, Paul**)
 - ii. Field visits/Tours - (**Robin and Connie**)
 - iii. Ghost Signs - (**John and Connie**)

V. Other Business, public comments, and general discussion.

Next meeting is scheduled for **December 12, 2022**, 8:30 AM in the Downstairs Meeting Room, Casper City Hall, 200 N David St.

CASPER HISTORIC PRESERVATION COMMISSION
MINUTES OF THE REGULAR MEETING
October 3, 2022

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

Absent: Pinky Ellis
Anthony Jacobsen
P & Z Commission Liaison

Staff: Liz Becher, Community Development Director
Craig Collins, City Planning Department

Guests: Mary Bishop and John Strombeck (Cadoma Foundation)

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 May 9, 2022, meeting and asked if there were any corrections. No corrections were noted.

Minutes from May 9, 2022, were approved unanimously.

Introduction of Members/Guests

Mary Bishop – Cadoma Foundation

Ms. Bishop spoke about the Cadoma Foundation, and their recent request for a letter of support for a Wyoming Cultural Trust Fund grant that they were applying for. The purpose of the grant was to add air conditioning to the Historic Bishop Home. Ms. Bishop explained that, unfortunately, the grant application was due on October 1st, so the Commission had missed the window for submission. Ms. Bishop asked the Commission for future support for a second phase of the project.

New Business

There was discussion of the following items:

1. Creation of an attendance policy & a potential need to change the rules and regulations. Desire to create non-voting positions (liaisons vs. seat). Craig to reach out to SHPO for guidance.
2. Christmas Parade to be held at the end of November. Commission decided to enter a float this year, and staff agreed to pay the entry fee.

3. A new exhibit has been added at the Historic Trails Center (Battle of Red Buttes), and the Commission discussed the potential to include the Trails Center on the list of future field trips.
4. Commission openings. The following terms are up at the end of this year (Carolyn, Pinky, Anthony, Maureen, Paul). Those with expiring terms who want to continue serving need to provide a letter of interest to Craig by the end of October. Chairperson Bond asked the Commission whether there is anyone currently serving who doesn't wish to continue after the first of the year. Staff will need to publish applicable legal notices for filling Commission openings.
5. Bob King to develop a potential liaison list for the November meeting.

Old Business

OYD Committee Update – John updated the Commission on several projects that the OYD Committee are discussing and/or working on, as well as highlights from the Battlefield site tour.

P&Z Commission – No Report

Demolition Permits - The Commission reviewed the following demolitions that had occurred since May, 2022:

- i. 2031 Mariposa Blvd.
- ii. 331 S. Jackson
- iii. 833 N. Park
- iv. 835 Missouri
- v. 918 E 2nd
- vi. 141 N. Lincoln
- vii. 4830 S. Oak
- viii. 245 N. Park
- ix. 616 E B St.
- x. 1215 S. David
- xi. 1419 E. 2nd
- xii. 1411 E 2nd
- xiii. 420 E. 5th St.
- xiv. 1445 E 2nd St.
- xv. 311 S. Conwell

Sub-Committee reports:

1. Mapping/GIS – Craig displayed the HPC's new online map showing all properties currently on the National Historic Register, All surveyed properties in Casper, and the three (3) existing Historic Districts. The links to the properties also contain all background information, such as the individual property surveys, and are now available for the public's use for the first time. With the completion of the map, the HPC has now completed Action Item 2.A.1 from the Strategic Plan. Ghost signs could be a future mapping project.

2. Social Media/Public Outreach – A quick update indicated that the HPC has over 400 people associated with the Facebook page now.

Other Business

1. The Commission agreed to individually bring a list of other History-focused organizations from the area to the next meeting. The intent is to begin coordination of the HPC's activities with other organizations, and the possible creation of Liaison positions on the Committee.
2. Chairperson Bond to send the latest revision of the walking tour brochure to Craig, for uploading to the website. Chairperson Bond to create "cards" with a QR Code linking to the online brochure, to hand out at the Christmas Parade. There was discussion of using the "cards" at area attractions/venues in order to draw attention to the walking tour brochure.
3. The Commission decided that it wants to recognize Sherrie's Restaurant this year for Historic Preservation Month, in that Sherrie's celebrates its 100th year this year. Need to contact the Alliance for Historic Wyoming at some point to set up an event/recognition. Plaques may be presented by the Commission.
4. Acknowledgement was given for a local painting company (Curb Appeal). They donate one (1) painting job per year for historic structures in the State. The Commission would like to figure out a way to give them recognition/support.
5. Further discussion of Demolition Permits occurred. Staff informed the Commission of upcoming changes to the application that would be used to acquire additional information on projects.
6. Jeff attending a meeting in October about Section 106 and the Commission's involvement on projects.
7. The wind turbine project at Fort Caspar was discussed. The HPC is not in favor of the location at Fort Caspar, and are willing to submit a letter if necessary.

The next meeting will be November 14th in the Downstairs Meeting Room at City Hall.

Meeting adjourned at 10:15 a.m.

Respectfully submitted,

Liz Becher
Community Development Director

**OLD YELLOWSTONE DISTRICT ADVISORY COMMITTEE MEETING
Monday, October 24, 2022 at Martin's Co-Op (613 W. Yellowstone)**

The OYD held its monthly meeting at 4:00 p.m., on Monday, October 24, 2022.

Members Present: Joe Hutchison
Maribeth Plocek
Karen Meyer
Kelly Ivanoff
Mike McIntosh
Phillip Rael
Amber Pollock
Carol Martin
Jamie Haigler
Kyle Gamroth
Julie Condelario

Members Absent: Tyler Cessor

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

Staff present: Liz Becher

CALL TO ORDER:

Chairman Pollock welcomed everyone, thanked Carol for hosting us, and called the meeting to order at 4:05.

APPROVAL OF THE SEPTEMBER 26 MINUTES:

Chairman Pollock asked for the approval of the September 26, 2022 meeting minutes. Mr. McIntosh moved to approve the minutes, Ms. Meyer seconded. All members voted aye; minutes were approved.

INTRODUCTION OF GUESTS/PUBLIC COMMENTS:

Chairman Pollock asked for the members to introduce themselves, and their business/organization affiliation, to Councilman Gamroth who was recently appointed to the OYD Committee. Councilman Gamroth is also the Council liaison to the DDA Board.

OLD BUSINESS:

Summer Street Projects

Industrial Avenue Phase 2 (Elm – Ash) is on schedule to be completed by the end of October. Ms. Haigler updated the Committee on the progress since Noland Feed is right in the middle of the construction project.

Utility Box Wrap Project

No update at this time due to staff changes in the MPO and Beth Andress' new position.

Historic Preservation Plaque Project

Ms. Becher will get a meeting scheduled with the Committee members who signed up to help with this goal (Karen, Jamie, Connie, and John), and start to work on the grant application which is due in April 2023.

"Fall into Fun" Event with the DDA

Ms. Becher reminded the Committee that the "Fall into Fun" event is this Wednesday, October 26 from 4:30 – 6:00 at David Street Station. If the weather is bad, the alternate venue will be the Hall on Ash. Joe will provide the brisket and some sides. Liz will provide salads and drinks. Mike will bring his famous cookies. Ms. Becher reiterated the purpose of the event, and encouraged the Committee members to engage with the DDA Board members and staff on cooperative events, partnerships, and marketing downtown Casper.

Ash Street/Concert Event issues

Ms. Becher shared the positive feedback she has received about recent events being handled more personally by the City and area businesses. Requests were made for the City to publish street closures in advance of downtown events, and perhaps a community calendar. Mr. Ivanoff shared his appreciation for other parties stepping up in their roles, noting that event coordination is more than a rubber stamp. Personal communication goes a long way.

NEW BUSINESS:

Property Activity in the OYD

Committee members discussed the change in ownership of Urban Bottle, and the recent activity at the former Sage & Sand motel.

OTHER BUSINESS:

Committee Goals for 2022.

Ms. Becher reviewed the resolution which created the OYD Advisory Committee in 2008, and the purpose of the committee, for the new members. She also passed around copies of the 2022-2023 goals and reviewed our progress. The City Parks Department has asked for help in decorating the downtown light poles with Christmas lights due to staffing shortages. The OYD Committee members were all on board to help.

Historic Preservation Commission Liaison Report

John reported that the Commission is looking for new members. They are also looking to create liaison positions for other history or museum groups. John passed around copies of the new self-guided tour booklets, and reported that the Commission will have a float in the Christmas parade celebrating Casper's history. Handouts with a QR code to the website will be distributed.

ARAJPB Liaison Report

Ms. Hahn reported her board has met with brownfield experts about what can be built on the Platte River Commons. It has been a very promising discussion.

NEXT MEETING:

The next meeting is scheduled for November 28 at 4:00. Location - TBD.

ADJOURN:

A motion was made to adjourn. The business meeting adjourned at 5:10 p.m.

(Minutes prepared by Liz Becher)
Respectfully Submitted,

Amber Pollock
Chairperson

**CASPER PLANNING AND ZONING MEETING
THURSDAY October 13, 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 October 13, 2022, in the Council Chambers, City Hall, 200 North David Street, Casper, Wyoming.

Members Present: Joe Hutchison
Vickery Fales-Hall
Travis Van Hecke
Michael McIntosh
Terry Wingerter
Maribeth Plocek

Absent Members: Kenneth Bates
Bruce Knell, Council Liaison
Liz Becher, Community Development Director

Others present: Craig Collins, City Planner
Wallace Trembath, Deputy City Attorney

I. MINUTES OF THE PREVIOUS MEETING

Vice-Chairperson Fales-Hall asked if there were additions or corrections to the minutes of the August 18, 2022 Planning & Zoning Commission meeting. There was no meeting in September.

Vice-Chairperson Fales-Hall called for a motion to approve the minutes of the August 18, 2022 Planning & Zoning Commission meeting.

Mr. McIntosh made a motion to approve the minutes of the August 18 meeting. The motion was seconded by Mr. Wingerter.

All those present voted aye. Motion carried.

II. PUBLIC HEARINGS

Our first case this evening:

SUB-266-2022 – Petition for a vacation and replat of all of the Goldwater Addition, Portions of Goldwater Addition No. 2, Portions of the vacated North David Street Right-of-way, Portions of the Liberty Addition, and an unplatted portion of the NE1/4SW1/4 & NW 1/4SE1/4, Section 4, T.33N., R.79W., 6th P.M., to create the

Pasadena Addition to the City of Casper. Applicants: West Center Hospitality RE, LLC/ Greenlake Real Estate Fund, LLC/Greenlake Investment Management, LLC.

ZOC-271-2022 – Petition to zone the entire Pasadena Addition as C-2 (General Business). The majority of the area involved in this request is already zoned C-2 (General Business). Applicant: West Center Hospitality RE, LLC/ Greenlake Real Estate Fund, LLC/Greenlake Investment Management, LLC.

Craig Collins, City Planner presented the staff report and entered 6 exhibits into the record for this case.

Vice-Chairperson Fales-Hall opened the public hearing and asked if anyone on the Commission has any preliminary questions for the staff.

Mr. Wingerter asked if the North/South road is wide enough to put in a turn lane to accommodate any increase in traffic.

Alex Sveda, City Engineer, addressed the question stating that a traffic study would be required which may prompt a turning lane, depending on the findings.

Vice-Chairperson Fales-Hall asked for the person representing the case to come forward and explain the application.

Mr. Paul Diamond, 1416 El Centro, S Pasadena, CA spoke as representative from West Center Hospitality, RE, LLC for this case.

Vice-Chairperson Fales-Hall 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, Vice-Chairperson Fales-Hall closed the public hearing and entertained a motion to approve, deny or table **SUB-266-2022** and **ZOC-271-2022** regarding the Pasadena Addition.

Mr. Wingerter made a motion to approve case **SUB-266-2022** and **ZOC-271-2022**. The motion was seconded by Mr. McIntosh.

All those present voted aye. Motion carried.

Our second case this evening:

SUB-267-2022 – A vacation and replat creating the Valley West Business Center No. 2, encompassing 8.2-acres, more or less, and located at the northeast corner of the intersection of CY Avenue (WY State Hwy 220) and Valley Drive. Said vacation and replat comprises Valley West Business Center, Lots 1 through 6 Addition, & a Portion of Commercial Tract 1, Paradise Valley Subdivision. Applicant: Half Barrel, LLC

Craig Collins, City Planner presented the staff report and entered 5 exhibits into the record for this case. Mr. Collins pointed out that there were 5 conditions listed in the staff report, but a 6th condition is needed to address an easement needed. The 6th condition would read that prior to Council review, an easement shall be added to the plat for an existing 24” storm sewer located in the southwest portion of the subdivision.

Vice-Chairperson Fales-Hall opened the public hearing and asked for the person representing the case to come forward and explain the application.

Mr. Pat Sullivan, 6488 Coates Rd, Casper, WY spoke as representative from Half Barrel, LLC for this case.

Vice-Chairperson Fales-Hall asked if the applicant understood and agreed with the recommended conditions in the staff report, including the 6th condition just disclosed. Mr. Sullivan acknowledge the conditions.

Vice-Chairperson Fales-Hall asked the Commissioners if they have any questions they would like to ask the applicant at this time.

Mr. Wingerter stated he feels this is a great layout, but expressed concern that future development of the lots could negatively impact traffic around the community swimming pool. Mr. Wingerter asked if a frontage road has ever been considered. Mr. Collins replied there may be topography and/or space issues that can be addressed during the site plan development. Mr. Collins stated he would not recommend including a frontage road as a condition at this point.

Vice-Chairperson Fales-Hall 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, Vice-Chairperson Fales-Hall closed the public hearing and entertained a motion to approve, deny or table SUB-267-2022.

Mr. McIntosh made a motion to approve case SUB-267-2022 with the five (5) conditions listed in the staff report with the sixth condition amended by staff on the record. The motion was seconded by Mr. Hutchison.

All those present voted aye. Motion carried.

III. SPECIAL ISSUES:

There were none.

IV. COMMUNICATIONS:

A. Commission:

There were none.

- B. Community Development Director:
There were none.
- C. Council Liaison:
There were none.
- D. OYD and Historic Preservation Commission Liaisons:
OYD – Mr. McIntosh reported that OYD met and discussed having a meeting with the DDA Board on October 26th.

HPC – There were none.
- E. Other Communications:
There were none.

V. **ADJOURNMENT:**

Vice-Chairperson Fales-Hall adjourned the meeting at 6:25pm.

Chairperson

Secretary