

**AGENDA
PLANNING AND ZONING MEETING**

April 21, 2022

6:00 P.M.

COUNCIL CHAMBERS

CITY HALL, 200 NORTH DAVID

Meetings can be viewed online at www.casperwy.gov on the Planning Commission web page.

PLANNING AND ZONING POLICY

PUBLIC STATEMENTS

1. Use of Cellular telephones is not permitted, and such telephones shall be turned off or otherwise silenced during the Planning and Zoning Meeting.
2. Speaking to the Planning and Zoning Commission (These guidelines are also posted at the podium in the Council Chambers).
 - Clearly state your name and address.
 - Please keep your remarks pertinent to the issue being considered by the Planning and Zoning Commission.
 - Please do not repeat the same statements that were made by a previous speaker.
 - Please speak to the Planning and Zoning Commission as you would like to be spoken to.
 - Please do not address Applicants or other audience members directly.
 - Please make your comments at the podium and directed to the Planning and Zoning Commission.
3. The City of Casper Planning and Zoning Commission is a volunteer body composed of members of the Casper Community, and appointed by the Casper City Council. The Commission acts as a quasi-judicial panel, making final decisions on some specific items, and recommendations to the City Council on others as dictated by law. The Commission may only consider evidence about any case as it relates to existing law. The Commission cannot make or change planning or zoning laws, regulations, policies or guidelines.

AGENDA

I. CALL TO ORDER

II. MINUTES: Consideration of P & Z Commission Minutes from March 17, 2022

III. PUBLIC HEARINGS:

SUB-168-2022 – A vacation and replat of Tract A, Kensington Heights Addition No. 4 to create the **Kensington Heights Addition No. 5** (*located south of Centennial Village Drive and east of Wyoming Boulevard*). Applicant: Kensington Heights Development, LLC.

SUB-166-2022 & ZOC-167-2022 – a vacation and replat of Lots 7-13, 27-29, and Portions of Lots 6, 14 and 26, Sunrise Hills No. 3 Addition, and a Portion of Tract C, Sunrise Hills No. 12 Addition, to create the **Harmony Hills Addition No. 4** (*located east of Poplar Street and south of Yesness Court*). Additionally, the proposal involves a requested zone change of the proposed Harmony Hills Addition No. 4 from C-2 (General Business) to R-2 (One Unit Residential). Applicant: High Plains Investments, LLC.

IV. SPECIAL ISSUES:

V. COMMUNICATIONS:

A. Commission

B. Community Development Director

C. Council Liaison

D. OYD and Historic Preservation Commission Liaisons

1) **Minutes from the Historic Preservation Commission Meeting** – March 14, 2022

2) **Old Yellowstone Advisory Committee Minutes** – February 28, 2022

E. Other Communications

VI. ADJOURNMENT

**PLANNING AND ZONING MEETING
THURSDAY MARCH 17, 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 March 17, 2022, in the Council Chambers, City Hall, 200 North David Street, Casper, Wyoming.

Members Present: Maribeth Plocek
Terry Wingerter
Carol Johnson
Ken Bates
Vickery Fales-Hall
Mike McIntosh
Joe Hutchison

Absent Members: Bruce Knell, Council Liaison

Others present: Craig Collins, City Planner
Kristie Turner, Administrative Assistant III
Wallace Trembath, Deputy City Attorney

I. MINUTES OF THE PREVIOUS MEETING

Chairperson Bates asked if there were additions or corrections to the minutes of the January 20, 2022 Planning & Zoning Commission meeting.

Chairperson Bates called for a motion to approve the minutes of the January 20, 2022, Planning & Zoning Commission meeting.

Ms. Johnson made a motion to approve the minutes of the January 20, 2022, meeting. The motion was seconded by Mr. Wingerter.

All those present voted aye. Motion carried.

II. PUBLIC HEARINGS

Our first case this evening:

SUB-136-2022 – A vacation and replat of Lot 12, Block 61, PT Commercial Tract 4, Paradise Valley Subdivision, to create the Stahley Addition. The subdivision is located west of the intersection of Carnation and Honeysuckle Streets, and comprises 3.76-acres, more or less. Applicants: Richard F. Stahley and Lou A. Stahley.

Craig Collins, City Planner presented the staff report and entered 7 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.

Andrew Beamer, 200 N David, spoke as representative for this case.

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, deny or table **SUB-136-2022** regarding the vacation and replat.

Ms. Fales-Hall made a motion to approve case **SUB-136-2022**. The motion was seconded by Mr. Wingerter.

All those present voted aye. Motion carried

III. SPECIAL ISSUES:

IV. COMMUNICATIONS:

- A. Commission:
- B. Community Development Director:
No Report
- C. Council Liaison:
No Report
- D. OYD and Historic Preservation Commission Liaisons:
Mr. Hutchison spoke regarding the Old Yellowstone District meeting.
Mr. Bates spoke regarding the Historical Preservation Commission's tour of the old Wells Fargo building off of 1st and Durbin.
- E. Other Communications:

V. ADJOURNMENT:

Chairperson Bates adjourned the meeting at 6:15pm.

Chairperson

Secretary



City of Casper Planning Division

Plat/Subdivision Application

OWNER'S INFORMATION:

NAME: High Plains Investments, LLC

ADDRESS: 421 S. Center Street, Casper WY 82601

TELEPHONE: 307-577-7775

EMAIL: lisa@lisaburridge.net

OWNER'S AUTHORIZED REPRESENTATIVE:

NAME: CEPI

ADDRESS: 6080 Enterprise Drive, Casper, WY 82609

TELEPHONE: 307-266-4346

EMAIL: billf@cepi-casper.com

APPLYING FOR (check one): ☐ FINAL PLAT ☒ REPLAT ☐ MINOR BOUNDARY ADJUSTMENT

NAME OF SUBDIVISION: Harmony Hills Additon

LEGAL DESCRIPTION OF LAND: Lots 7-13, 27-29 & portions of Lots 6, 14 & 26 Sunrise Hills No. 3 and
portion of Tract C Sunrise Hills No. 12

COMMON ADDRESS OR LOCATIONAL DESCRIPTION: North of Marks Way and Goodstein Drive Intersection

CURRENT LAND USE: Vacant

TOTAL ACREAGE: 10.48 acres/sq ft

NUMBER OF LOTS: 16 (Minor Boundary Adjustment can not exceed 2 lots)

SIZE OF LARGEST LOT: 83,388 SF

SIZE OF SMALLEST LOT: 959

CURRENT ZONING: C2

PROPOSED ZONING: R2 & C2

The following owner's signature, or agent, signifies that all information on the application is accurate and correct to the best of the owner's knowledge, and that the owner has thoroughly read and understands all application information and requirements.

SIGNATURE OF PROPERTY OWNER: 

DATE: 3/17/22

SUBMIT TO:

Community Development Department
Planning Division
200 N David, RM 203
Casper, WY 82601
Phone: 307-235-8241
E-mail: ccollins@casperwy.gov

A COMPLETE SUBMITTAL MUST INCLUDE:

- COMPLETED APPLICATION, INCLUDING ORIGINAL SIGNATURES OF PROPERTY OWNERS
- PROOF OF OWNERSHIP
- PDF (11"X17" SCALE) OF THE PLAT (Full-Size Hard Copies MAY Also be Required)
- ARCGIS-COMPATIBLE SHAPEFILE SHOWING LOTS, BLOCKS, STREETS, ETC
- \$1,200 (25 LOTS OR FEWER); \$1,800 (26 Lots or more); (\$200 FOR MINOR BOUNDARY ADJUSTMENT). (Preliminary Plat \$1,000). APPLICATION FEE (NON-REFUNDABLE)

FOR OFFICE USE ONLY:

DATE SUBMITTED:

REC'D BY: _____



City of Casper Planning Division

Zoning/Zone Change Application

OWNER/PETITIONER'S INFORMATION:

NAME: High Plains Investments, LLC

ADDRESS: 421 S. Center Street, Casper, WY 82601

TELEPHONE: 307-577-7775 EMAIL: lisa@lisaburridge.net

I/WE, THE UNDERSIGNED, HEREBY PETITION THE CITY TO ZONE/REZONE THE FOLLOWING DESCRIBED REAL PROPERTY:

LEGAL DESCRIPTION: Harmony Hills Addition No. 4, Block 2, Lots 2-4, Block 3, Lots 4-6, Block 4, Lots 2-7

ADDRESS: _____

FROM EXISTING ZONING DISTRICT: C2 - General Business

TO PROPOSED ZONING DISTRICT: R2 - One Unit Residential

UPON THE ZONING/REZONING OF THE ABOVE-DESCRIBED REAL PROPERTY, I (WE) PROPOSE TO USE THE PROPERTY FOR THE FOLLOWING PURPOSES (BRIEF STATEMENT OF FACTS AND JUSTIFICATION FOR REZONING):

Plan to develop these parcels for residential homes.

The following owners' signatures signify that all information on the application is accurate and correct to the best of the owners' knowledge.

SIGNATURE OF PROPERTY OWNER: _____

SIGNATURE OF PROPERTY OWNER: _____

DATE: _____

SUBMIT TO:

Community Development Department
Planning Division
200 N David, RM 203
Casper, WY 82601
Phone: 307-235-8241
E-mail: ccollins@casperwy.gov

A COMPLETE SUBMITTAL MUST INCLUDE:

- COMPLETED APPLICATION, INCLUDING ORIGINAL SIGNATURES OF ALL OWNERS
- PROOF OF OWNERSHIP
- \$750 APPLICATION FEE (NON-REFUNDABLE)

FOR OFFICE USE ONLY:

DATE SUBMITTED: _____

REC'D BY: _____

April 15, 2022

MEMO TO: Ken Bates, Chairperson
Members of the Planning and Zoning Commission

FROM: Liz Becher, Community Development Director
Craig Collins, AICP, City Planner

SUBJECT: **SUB-166-2022 & ZOC-167-2022** – a vacation and replat of Lots 7-13, 27-29, and Portions of Lots 6, 14 and 26, Sunrise Hills No. 3 Addition, and a Portion of Tract C, Sunrise Hills No. 12 Addition, to create the **Harmony Hills Addition No. 4** (*located east of Poplar Street and south of Yesness Court*). Additionally, the proposal involves a requested zone change of the proposed Harmony Hills Addition No. 4 from C-2 (General Business) to R-2 (One Unit Residential). Applicant: High Plains Investments, LLC.

Recommendation on the replat:

If, after hearing public testimony, and considering the facts of the case, the Planning and Zoning Commission finds that the proposed vacation and replat meets the minimum requirements of the Casper Municipal Code, staff recommends approval with a “do pass” recommendation to the City Council with the following recommended conditions:

1. A standard City detached sidewalk shall be constructed along the Poplar frontage of the subdivision concurrent with the construction of other public improvements in the subdivision.
2. Standard City curbwalk shall be constructed along Mark’s Way, from Poplar Street, east, to tie in with the existing curbwalk located approximately midway along proposed Lot 3.
3. Prior to consideration of the vacation and replat by the City Council, easement releases shall be provided from all City of Casper utility franchisees for the vacation of the undeveloped Goodstein Street right-of-way which currently bisects the subdivision.

Recommendation on the zone change:

If, after hearing public testimony, and considering the facts of the case, the Planning and Zoning Commission finds that the proposed zone change of proposed Lots 6-17, from C-2 (General Business) to R-2 (One Unit Residential,) meets the minimum requirements of the Casper Municipal Code, and is in conformance with the Comprehensive Land Use Plan, staff recommends approval of the zone change, with a “do pass” recommendation to the City Council.

Code Compliance:

Staff has completed all public notice requirements of Sections 16.24 and 17.12.170 of the Casper Municipal Code pertaining to plats and zone changes, including notification of property owners within 300 feet by first class mail, posting a sign on the property, and publishing legal notice in the Casper Star-Tribune. **At the time that the staff report was prepared staff had not received any public comments.**

Summary:

Application has been made for a vacation and replat creating Harmony Hills Addition No. 4, located north of Mark's Way, and east of Poplar Street. The property involved in the replat is approximately 10.48-acres, more or less, and is currently zoned C-2 (General Business). In a companion item, application has been made to rezone the northern portion of the subdivision (*Lots 6-17*) to R-2 (One Unit Residential). Although single-unit residential is a permitted use under the current C-2 (General Business) zoning of the property, the applicant feels that a rezone to R-2 (One Unit Residential) would be advantageous in obtaining financing, from an end-user's perspective. The five (5) lots along Yesness Court, directly north of this subdivision, were rezoned to R-2 (One Unit Residential) in 2016 for the same reason.

Existing zoning in the immediate area is as follows:

- R-1 (Residential Estate) – west and south
- R-2 (One Unit Residential) – north
- C-2 (General Business) – east
- PUD (Planned Unit Development) – southeast
- AG (Urban Agriculture) - southwest

The applicant's plans for the property are to continue the development of traditional single-unit residential homes on Lots 6-17, and to utilize Lots 1-5 for small scale, neighborhood serving commercial uses.

Existing zoning adjacent to the subject property is as follows:

- North – R-2 (One Unit Residential);
- South – R-2 (One Unit Residential);
- East – R-2 (One Unit Residential) and R-3 (One to Four Unit Residential);
- West – C-2 (General Business) and R-4 (High Density Residential).

Comprehensive Land Use Plan Conformity:

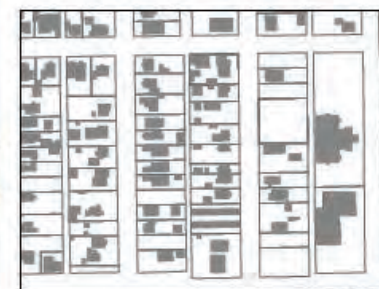
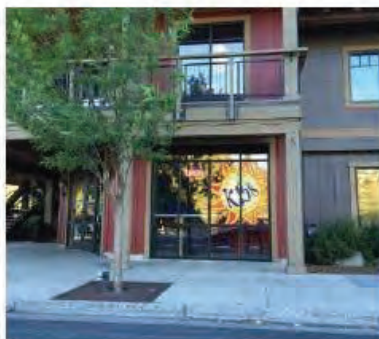
As with all proposed zone changes, Section 17.12.170 of the Casper Municipal Code requires that staff review zoning applications in the context of the approved Comprehensive Land Use Plan, and provide a recommendation to the Planning and Zoning Commission and City Council as to how the zone change is either supported, or not supported by the Plan. The Generation Casper Comprehensive Plan provides a Future Land Use Plan (FLU), which is found in Chapter Four (4), on Page 4-26. The FLU is an illustrative map that identifies the physical distribution of land uses, and forms the basis for future zoning and land use regulations. The subject property is located in an area designated as “Neighborhood Center.” Page 4-32 of the Plan provides general characteristics of areas designated as a Neighborhood Centers, which typically includes low-scale commercial uses supporting general neighborhood needs, as well as supporting multifamily residential, as primary uses. The Future Land Use Plan and Page 4-32 of the Comprehensive Plan are included at the end of the staff report for the Commission’s review.

The existing C-2 (General Business) zoning of the property is designed to be a mixed use zoning classification, allowing a wide variety of both commercial and residential land uses. The proposed rezone to R-2 (One Unit Residential) would therefore, be considered a “downzone,” meaning the intensity and variety of permitted land uses would be limited significantly.

The following is a list of permitted uses in the R-2 (One Unit Residential) zoning district:

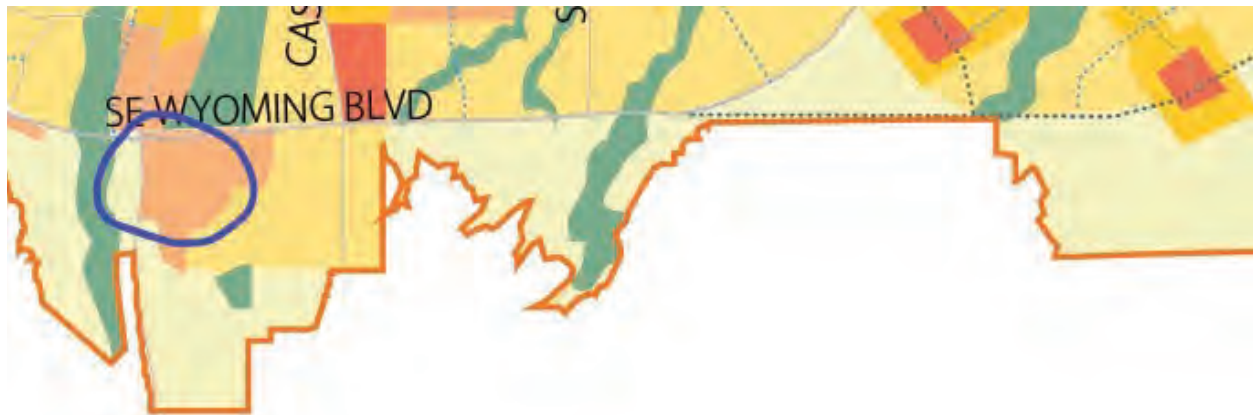
- A. **Conventional site-built single-family dwellings and manufactured homes with siding material consisting of wood or wood products, stucco, brick, rock, or horizontal lap wood, steel or vinyl siding;**
- B. Day-care, adult;
- C. Family child care home;
- D. Parks, playgrounds, historical sites, golf courses, and other similar recreational facilities used during daylight hours;
- E. Schools, public, parochial, and private elementary, junior and senior high;
- F. Neighborhood assembly uses;
- G. Neighborhood grocery;
- H. Group home;
- I. Church.

Neighborhood Centers



GENERAL CHARACTERISTICS	PRIMARY USES	RES. DENSITY	NON-RES. FAR	BUILDING HEIGHT
Strategically located areas throughout Neighborhoods 2 and 3 that include a variety of housing types and provide services to their immediate neighborhood area. Neighborhood Centers typically consist of offices, small grocery, and/or restaurants. Size, scale, and intensity of use fit into the context of the neighborhood, and Centers are highly connected and pedestrian- and bicycle-friendly. Although primarily residential in character, other uses are focused at intersections and major corridors, to buffer single-family residential neighborhoods. Schools and other public facilities such as recreation centers are also located in Neighborhood Centers. Public facilities should connect to surrounding uses and major facilities should be buffered to residential uses by lower impact development.	Areas designated for low-scale commercial uses supporting general neighborhood needs with supporting multifamily residential.	5 - 15 DUs/ Acre	.25 - 1.0	1 - 3 Stories

FUTURE LAND USE PLAN MAP – (Page 4-26 of Comprehensive Plan) **subject area is circled**



- | | |
|----------------------|------------------------------|
| Neighborhood 1 | Urban Growth Boundary |
| Neighborhood 2 | North Platte River |
| Neighborhood 3 | Railroad |
| Neighborhood Centers | Proposed Principal Arterials |
| Community Centers | Proposed Minor Arterials |
| Employment Mixed Use | Proposed Collector Roads |
| Employment Centers | |
| Urban Center | |
| Parks + Open Space | |

Revised Property U.G. Wyoming Limited Liability Company

Serge M. D'Elia and Lilian C.S.L. D'Elia
The Family Trust under Declaration of Trust dated August 22, 1890
P.O. Box 577
Casper, WY 82402
Lilian C.S.L. D'Elia Trustee

Serge M. D'Elia and Chang Shiu Lo D'Elia
P.O. Box 577
Casper, WY 82402
Chang Shiu Lo D'Elia

State of Wyoming)
County of (Name)

The foregoing instrument was acknowledged before me by Kia Tran, Member, Masters Properties LLC on this 24th day of September, 2009.

Witness my hand and official seal.

My commission expires: December 29, 2012

State of Wyoming

County of Natrona

 Lisa Ann Schulte
Notary Public

The foregoing instrument was acknowledged before me by Serge M. O'Don and Lison J.S.L. O'Don, Trustees of the O'Don Family Trust under Declaration of Trust dated August 22, 1990, on this 25 day of August, 2009.

Witness my hand and official seal.

My commission expires: June 14, 2012

State of Wyoming

County of Natrona

 Bridget D. Latham
Notary Public

The foregoing instrument was acknowledged before me by Serge Mac O'Don and Ching Shih Lai O'Don on this 25 day of

STATE OF WYOMING)
COUNTY OF NATRONA) ss.

I, Steve M. Castle, of Casper, Wyoming hereby state that this plot was prepared from estate taxes using actual surveys made by me or others under my direct supervision during the month of May, 2009 and that this map accurately represents said surveys. All perimeter corners are well and accurately monumented by brass pins as of the date of this map. All dimensions are expressed in feet and decimals thereof and courses referred to are true meridians, or being true and correct to the best of my knowledge and belief.

Washington, D.C. 20540-0001

Subscribed in my presence and sworn to before me by Steve M. Costle this 20th

Vincent D. Morris

APPROVED: Community Planning Commission of Cosper, Wyoming this 27th day of July, 2005 and forwarded to the City Council of Cosper, Wyoming with recommendation that said plan be approved.

APPROVED: City Council of the City of Cooper, Wyoming by Ordinance No. 07-299 duly passed, adopted and approved on the 10th day of August, 2009.

August 1944

INSPECTED AND APPROVED on the 26th day of September, 2009.

ACCEPTED AND FORWARDED: *20th* *Correspondence* *1* *1*

INSPECTED AND APPROVED on 20/04/2004 day of APRIL, 2004.

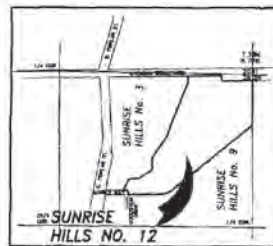
Filed for Record in the Office of the County Clerk of Monroe County, Wisconsin, this 25th day of August, 1900.




N. 64°32'30"E. 469.86'
(N. 64°32'30"E. 520.35')

DATUM:
GROUND DISTANCE - U.S. FOOT
BASIS OF BEARING - GEODETIC BASED ON GPS
COORDINATES REFER TO CITY OF CASPER GIS DATUM
WYOMING STATE PLANE COORDINATES, EAST CENTRAL
ZONE, NAD83/86 AND ELEVATIONS REFER TO NAVD83

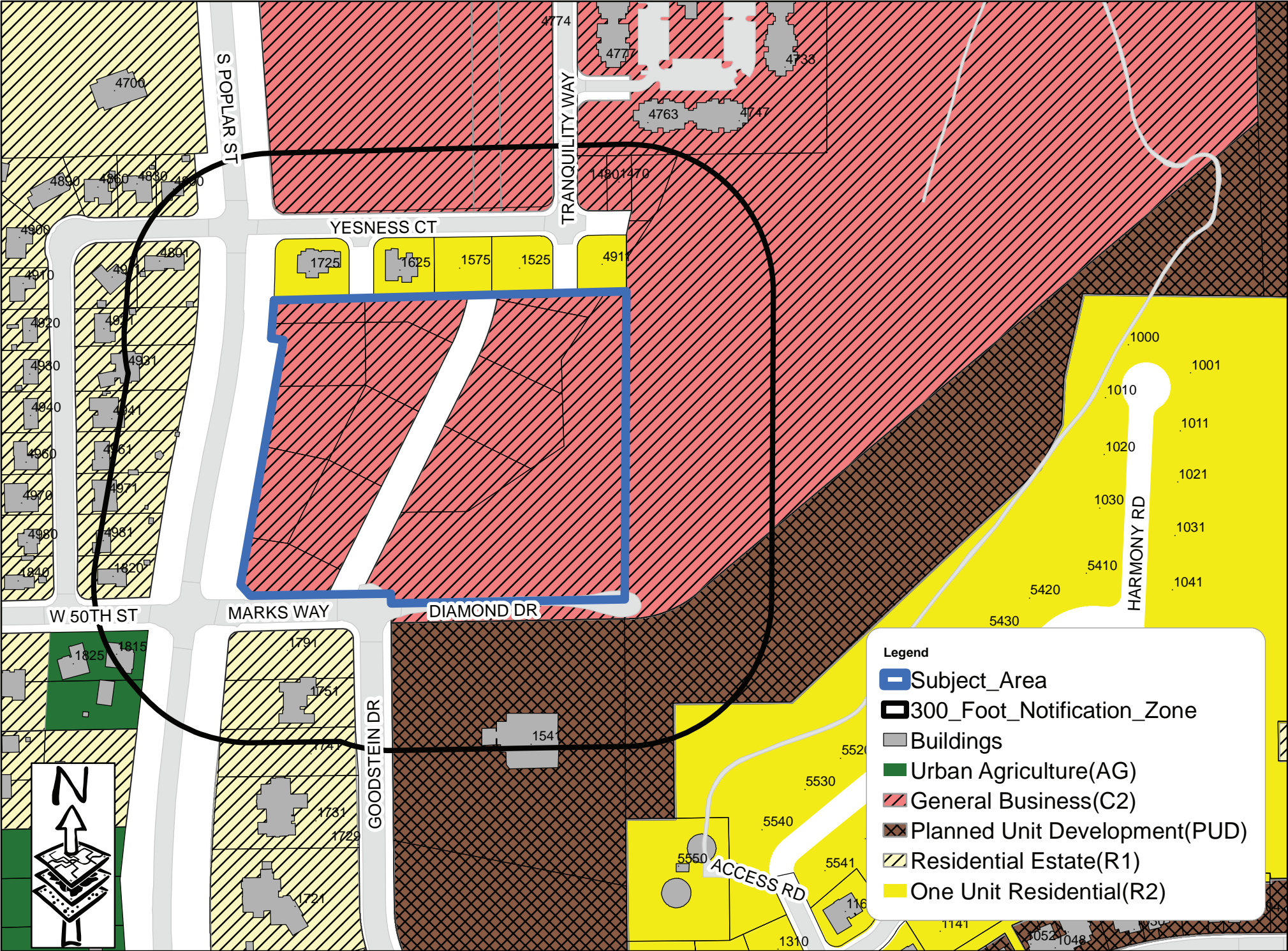
WLC
ENGINEERING • SURVEYING • PLANNING
300 PRINCETON, CARPES, WY. 82401
TEL. NO. (304) 242-1100 FAX NO. (304) 242-1101



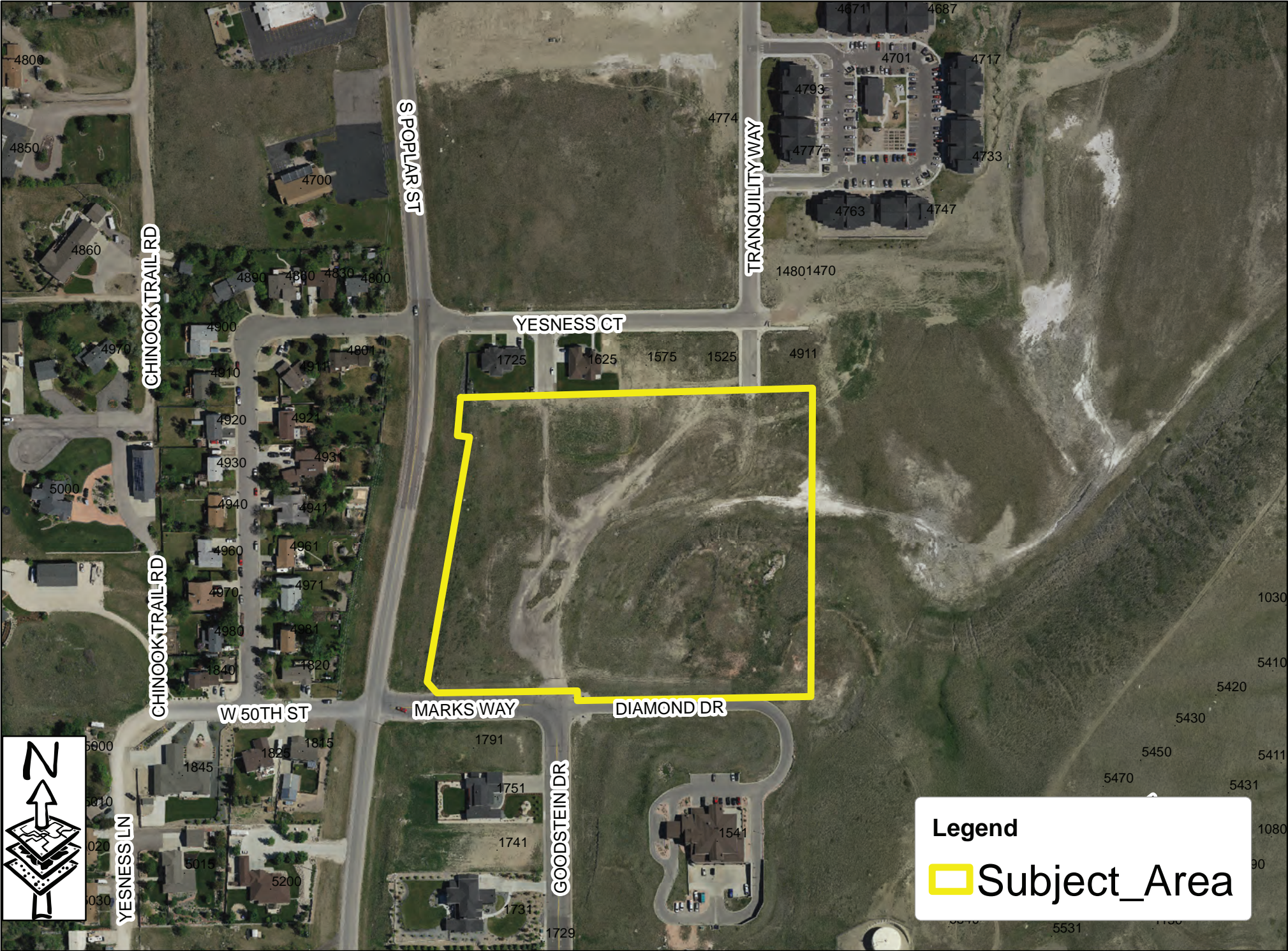
LOCATION & VICINITY MAP
SCALE 1"=500'

My commission expires _____

Proposed Replat/Rezone Creating Harmony Hills Addition No. 4



Proposed Replat/Rezone Creating Harmony Hills Addition No. 4





50 ft
20 m





monopages v





City of Casper Planning Division

Plat/Subdivision Application

OWNER'S INFORMATION:

NAME: Kensington Heights Development, LLC
ADDRESS: 421 S. Center Street, Casper, WY 82601
TELEPHONE: 307-577-775 EMAIL: lisa@lisburridge.net

OWNER'S AUTHORIZED REPRESENTATIVE:

NAME: CEPI
ADDRESS: 6080 Enterprise Drive, Casper, WY 82609
TELEPHONE: 307-266-4346 EMAIL: billf@cepi-casper.com

APPLYING FOR (check one): ☐ FINAL PLAT ☒ REPLAT ☐ MINOR BOUNDARY ADJUSTMENT

NAME OF SUBDIVISION: Kensington Heights Addition No. 5

LEGAL DESCRIPTION OF LAND: Tract A. Kensington Heights No. 4

COMMON ADDRESS OR LOCATIONAL DESCRIPTION: South of Centennial Village Drive

CURRENT LAND USE: Vacant

TOTAL ACREAGE: 26.67 acres/sq ft

NUMBER OF LOTS: 39 (Minor Boundary Adjustment can not exceed 2 lots)

SIZE OF LARGEST LOT: 10.97 SIZE OF SMALLEST LOT: 8624

CURRENT ZONING: R2 PROPOSED ZONING: R2

The following owner's signature, or agent, signifies that all information on the application is accurate and correct to the best of the owner's knowledge, and that the owner has thoroughly read and understands all application information and requirements.

SIGNATURE OF PROPERTY OWNER: 

DATE: 3/17/22

SUBMIT TO:

Community Development Department
Planning Division
200 N David, RM 203
Casper, WY 82601
Phone: 307-235-8241
E-mail: ccollins@casperwy.gov

A COMPLETE SUBMITTAL MUST INCLUDE:

- COMPLETED APPLICATION, INCLUDING ORIGINAL SIGNATURES OF PROPERTY OWNERS
- PROOF OF OWNERSHIP
- PDF (11"X17" SCALE) OF THE PLAT (Full-Sized Hard Copies MAY Also be Required)
- ARCGIS-COMPATIBLE SHAPEFILE SHOWING LOTS, BLOCKS, STREETS, ETC.
- \$1,200 (25 LOTS OR FEWER); \$1,800 (26 Lots or more); (\$200 FOR MINOR BOUNDARY ADJUSTMENT); (Preliminary Plat \$1,000). APPLICATION FEE (NON-REFUNDABLE)

FOR OFFICE USE ONLY:

DATE SUBMITTED:

REC'D BY: _____

April 15, 2022

MEMO TO: Ken Bates, Chairperson
Members of the Planning and Zoning Commission

FROM: Liz Becher, Community Development Director
Craig Collins, AICP, City Planner

SUBJECT: **SUB-168-2022** – A vacation and replat of Tract A, Kensington Heights Addition No. 4 to create the **Kensington Heights Addition No. 5** (*located south of Centennial Village Drive and east of Wyoming Boulevard*). Applicant: Kensington Heights Development, LLC.

Recommendation:

If, after hearing public testimony and considering the facts of the case, the Planning and Zoning Commission finds that the vacation and replat creating the Kensington Heights Addition No. 5 meets the minimum requirements of the Municipal Code, staff recommends approval, with a “do pass” recommendation to City Council, with the following recommended conditions:

1. The pedestrian way located between Lots 5 & 6, Block 11, shall be constructed per City Code requirements concurrent with other public improvements within the subdivision, and shall be maintained, in perpetuity, by the adjacent landowners.
2. At such time that a sidewalk or pedestrian trail is constructed along the Wyoming Boulevard frontage of the subdivision, the adjacent property owners shall participate in a proportionate share of the cost of engineering, design, materials and construction.

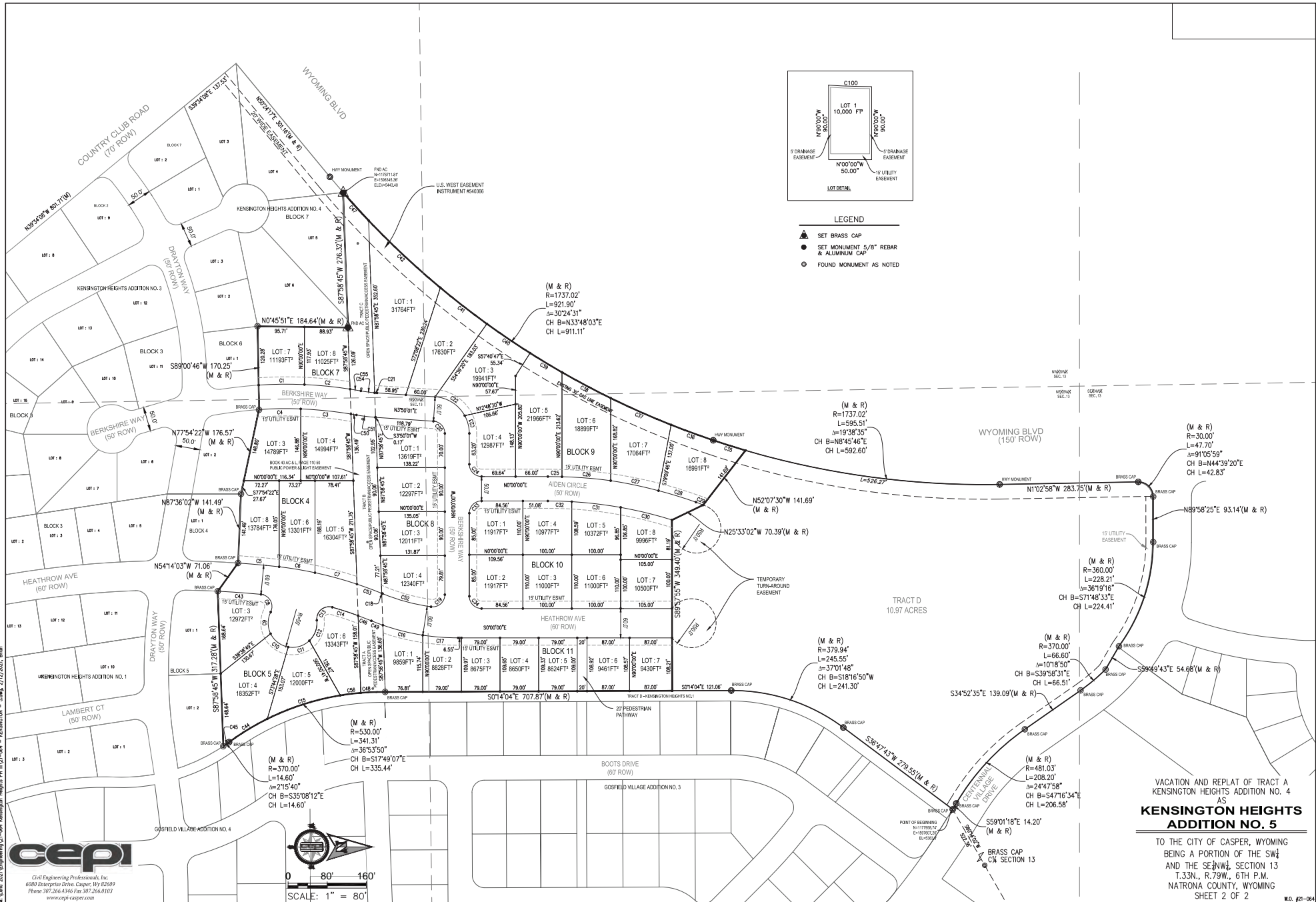
Code Compliance:

Staff has completed all public notice requirements of Section 16.24 of the Casper Municipal Code pertaining to plats, including notification of property owners within three hundred (300) feet by first class mail, posting a sign on the property, and publishing a legal notice in the Casper Star-Tribune. **There were no public comments submitted at the time the staff report was prepared.**

Summary:

Kensington Heights Development, LLC has applied for a vacation and replat creating Kensington Heights Addition No. 5. The subject property is zoned R-2 (One Unit Residential), and consists of 26.67-acres, more or less, located east of Wyoming Boulevard between Drayton Way and Centennial Village Drive. The proposed subdivision (Kensington Heights Addition No. 5) is creating thirty-nine (39) new single-family residential lots and a large parcel (Tract D) at the north end, which will be replatted into additional residential lots in the future. All proposed lots, as shown, exceed the City’s minimum lot size requirement of 4,000 square feet. Multiple points of access to the area are provided at Drayton Way and Country Club Road, as well as Drayton Way and Boots Drive. Staff has included two (2) recommended conditions of approval. The first condition clarifies construction and maintenance responsibilities for the pedestrian pathway that will be built on the east side of the subdivision, through Block 11. The second condition addresses the need for property owner participation in the construction of a sidewalk or trail along Wyoming Boulevard, if and when it happens in the future.

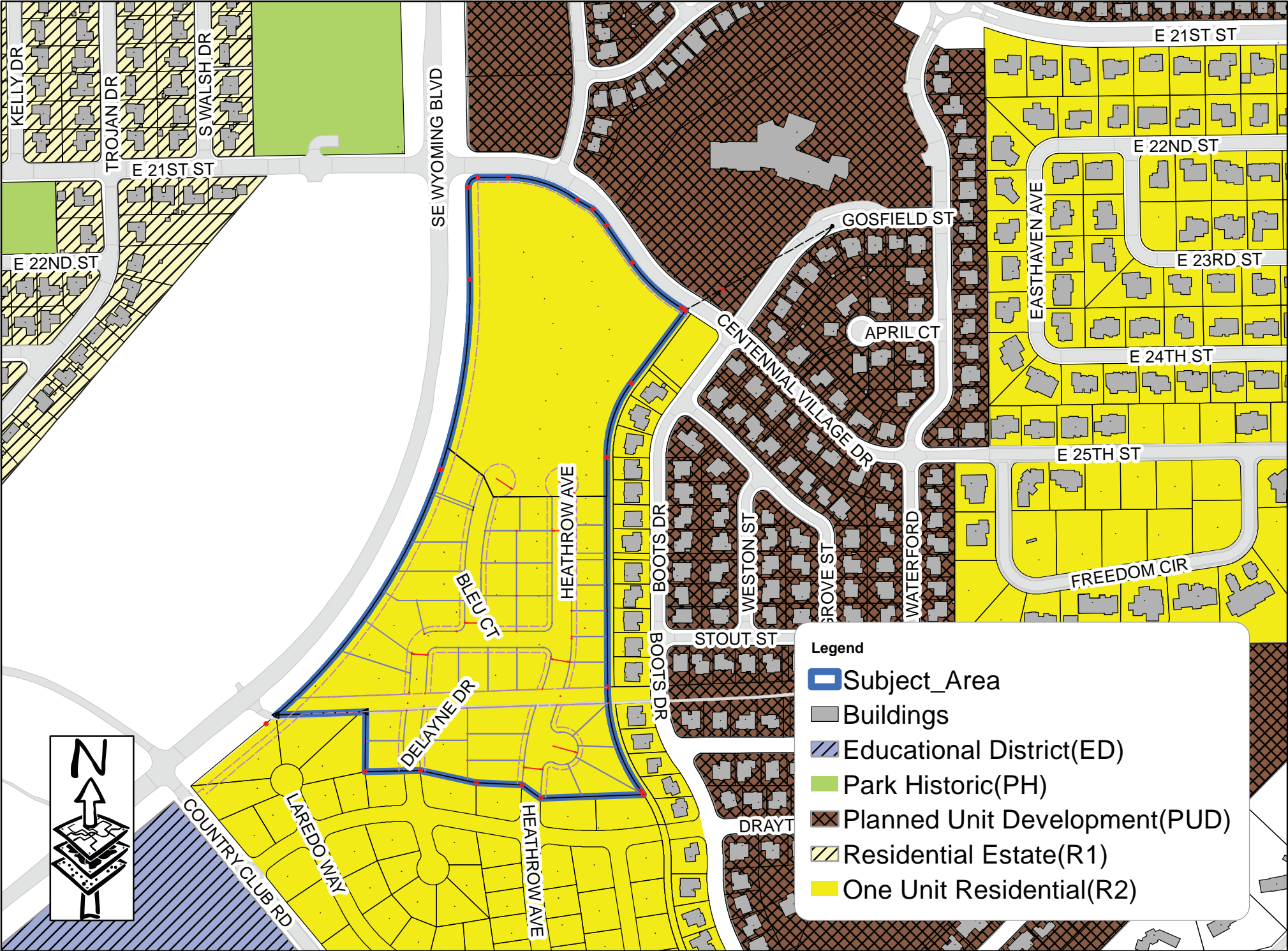
\\sund-2023\Engineering\2023\Kensington Heights Addition No. 4 - Kensington Heights - 5.dwg, 2/11/2023, Boro



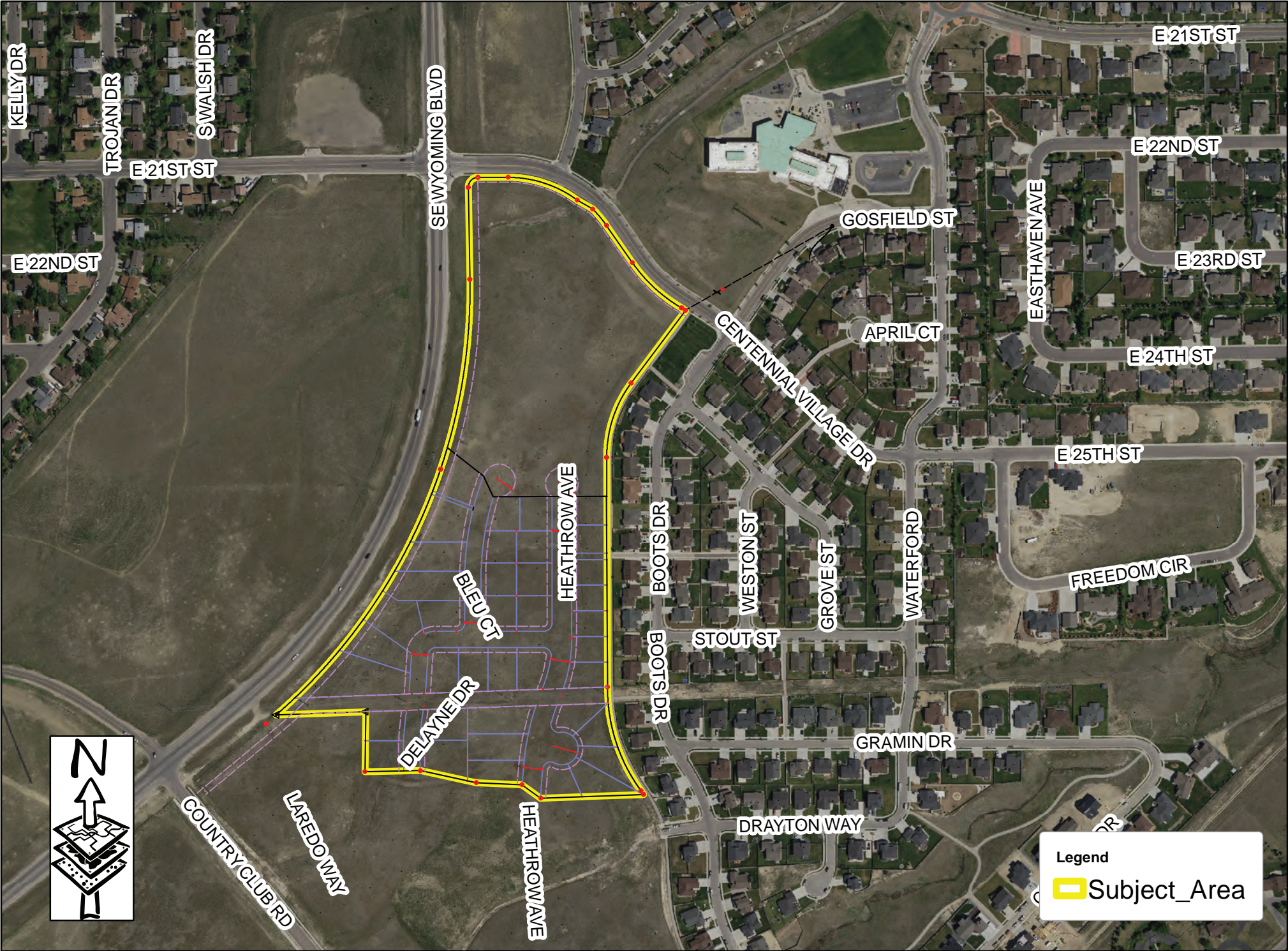
VACATION AND REPLAT OF TRACT A
KENSINGTON HEIGHTS ADDITION NO. 4
AS
**KENSINGTON HEIGHTS
ADDITION NO. 5**

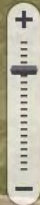
TO THE CITY OF CASPER, WYOMING
BEING A PORTION OF THE SW¼
AND THE SE¼NW¼, SECTION 13
T.33N., R.79W., 6TH P.M.
NATRONA COUNTY, WYOMING
SHEET 2 OF 2

Proposed Replat Creating Kensington Heights Addition No. 5



Proposed Replat Creating Kensington Heights Addition No. 5





Workspaces ▾





100 ft
20 m



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 cursive script that reads "Liz Becher". The ink is dark and the signature is fluid.

Liz Becher
Community Development Director

OLD YELLOWSTONE DISTRICT ADVISORY COMMITTEE MEETING
Monday, February 28, 2022 at Wyoming Plant Company

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

Members Present: Steve Freel
 Phillip Rael
 Joe Hutchison
 Maribeth Plocek
 Jamie Haigler
 Julie Condelario
 Karen Meyer
 Kelly Ivanoff

Members Absent: Amber Pollock, Carol Martin, Tyler Cessor, and Mike McIntosh

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

Staff present: Liz Becher and Kristie Turner (City Planning)

Guests present: Evan Condelario

CALL TO ORDER:

Chairman Freel welcomed everyone, ascertained a quorum, and called the meeting to order at 4:00. He thanked Kelly for hosting the meeting. He then asked everyone to go around the room and introduce themselves so the new members could be acknowledged.

APPROVAL OF THE JANUARY 24 MINUTES:

Chairman Freel asked for the approval of the January 24, 2022 meeting minutes. Ms. Meyer moved to approve the minutes, Mr. Ivanoff seconded. All members voted aye; minutes were approved.

INTRODUCTION OF GUESTS / PUBLIC COMMENT:

Evan Condelario, son and business partner of Julie Condelario, was introduced.

OLD BUSINESS:

Committee Goals for 2022

Ms. Becher stepped through the goals that were documented in the minutes to ensure she had captured what the Committee members wanted from the goal-setting session in January. One additional bullet was added:

- Partner with David Street Station on events

Ms. Becher will create a summary sheet and the Committee members will each volunteer to help with some of the goals at the next meeting, and add target dates.

State Office Building opening

Ms. Becher asked if the Committee would like to send a “welcome” card to the new State Office. The Committee members agreed and asked if an official “ribbon-cutting” will occur. Ms. Becher will inquire.

NEW BUSINESS:

Election of Officers (Chair and Vice Chair)

Ms. Pollock was nominated as Chair, and Mr. Freel as Vice Chair. Ms. Becher/City staff will remain as Secretary. Mr. Hutchison made the motion, and Ms. Meyer seconded. The vote was favorable. Mr. Freel will notify Ms. Pollock.

Summer Street Projects

Ms. Becher provided the following updates:

- Industrial Avenue – Phase 2: Contractor bids are due in early March; construction is to begin this spring.
- Ash Street parking lot: City crews will do resurfacing this spring. OYD Committee members asked that the City publish parking alternatives.
- OYD Parking Lot (Collins Street side): Decorative features are scheduled for completion in July 2024.

Next Meeting – Date Change requested

Ms. Becher has City budget meetings on the March 28 scheduled meeting date. She asked the Committee if they would prefer to meet March 21 or April 4, and the 4th was selected.

Property Activity in the OYD

The Committee members shared that Lee’s Glass is up for sale.

OTHER BUSINESS:

Historic Preservation Commission Liaison Report

Connie and John reported that the Commission had toured the former Wells Fargo Bank “underground” that the McGinley medical practice now owns. Many cool historical aspects.

ARAJPB Liaison Report

Ms. Hahn reported,

- Vandalism is increasing on the bollard lighting along the pathways in the Platte River Commons. There is no place for security cameras to be mounted to catch the perpetrators. The bollards will be removed until more development occurs.

- She (Renee) will be taking over the development responsibilities from Refined Properties.
- There is a new buyer interested in the 6 acres where the gym/courts project was originally interested.

NEXT MEETING:

The next meeting will be on Monday, April 4 at 4:00 – Location TBD.

ADJOURN

A motion was made to adjourn. The business meeting adjourned at 5:00 p.m.

(Minutes prepared by Liz Becher)
Respectfully Submitted,

Steve Freel
Chairperson