

# Cheyenne Historic Preservation Board

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**Meeting Date & Time:** **Tuesday, March 14, 2023 – 6:00 pm**

**Meeting Place:** Council Chambers 2101 O'Neil Avenue and Zoom

**Zoom Information:** Meeting ID: 863 7640 7097 Passcode: Historic  
Dial in: +1 346 248 7799 US (Houston)  
<https://us02web.zoom.us/j/86376407097?pwd=UWc4RWdaeWE5cXdnQmNveEd2NVpPQT09>

**Attendees:** Cheyenne Historic Preservation Board  
Ex-Officio City Council Representative (invited)  
Urban Planning Office Representative (invited)

## Agenda:

### 1. Roll Call

Present- Milward, Josh, Patrick, David, Cathie, Amber, Libby, Gary, Don, Max

Absent -

### 2. Approval of Minutes from:

#### a. February 14, 2023 regular meeting

Max moved to approve minutes from February 14, 2023 meeting, Patrick seconded.  
Approved

Max moved to approve minutes from Strategic Planning session, Patrick seconded.  
Approved

### 3. Audience Business: Comments from the Audience (Each limited to 5 minutes, please)

Bill came and asked for assistance with dating historic pictures from the Paramount Ballroom. The board will look at pictures after the meeting and gave some suggestions for other places to look.

Megan Stanfield, Director of Alliance for Historic Preservation came in to talk about historic preservation month. Patrick & Megan had been discussing the possibility of having Mayor and Governor do a proclamation together.

### 4. Comments/Report from City Council Rep.

None

### 5. Comments/Report from Urban Planning Office Rep.

Lonnie talked about 2 time capsules in Constitute Square. One to be opened in 2036 and one in 2086. There may be some work the board can help with interpreting the items after they have been opened. Planning department is starting assessment grant on West Edge area. There will be a spring clean up on the greenway if the board is interested in assisting.

### 6. Strategic Goals Reports

Strategic Plan report reviewed by the board. Libby would like to help on the Education committee. Amber was put on the historic preservation month committee. For historic preservation month Lonnie reported that the Mayor is out of town between May 3 through the 30<sup>th</sup>. The proclamation can be written and signed prior to the event we plan.

Homes with History – Gary discussed the committee met with Montana Historic Society and gained some information on how they have done theirs through the years. Montana has their program through the whole state and it is funded through state lodging tax. The plaques run about \$800 each and they do over 100 a year. They are talking about starting with TownSquare Title building and try to iron out the bugs in the process. Milward can help with looking into the lodging tax and Don will assist with getting information on the historic buildings.

Historic preservation month – Patrick is working on the proclamation language. He will continue to work with Megan on some plans. And has reached out to Channel 5 news for possibly something on there. Milward feels that all of our projects would be good for the early morning show or the 5 pm show. Amber feels it is important to lock in a date for presenting the LeClerq Jones award in the month of May so it can be planned appropriately. The proposed date is May 6<sup>th</sup> at 1:00 pm and the church is planning on holding an open house. Gary moved Max seconded, approved. Plaque needs to be ordered soon so it is available at the event.

## **7. Old Business**

Update on 315 E 21<sup>st</sup> – Lonnie provided a brief overview on the certificate of appropriateness being applied for. Mr. Palacios presented information on adding on 3.5 feet to the front of the house to create the same design and windows of original building. He also discussed adding an addition to the back of the building that would be very similar to the front look. After questions by the board and answers from the owner it was moved by Amber that the current proposal be rejected and for the owner to come back with a plan that is appropriate for the façade and in the proper paperwork for the board to review. Seconded by Gary. In discussion, the owner requested to start the process for demolition of the structure. This would need to come back to the board for approval being that the structure is in an historic district. Gary proposed that we give the owner an additional 45 days from May 9 to come back to the board with appropriate paperwork. Amber approved the amendment. All approved. Milward clarified for the owner that a formal plan that would be suitable for applying for a building permit would be required for us to decide on the certificate of appropriateness. June 23<sup>rd</sup> will be the date that the paperwork needs to be provided to the board.

Airport Park petition – we have a total of 322. The board would like the signatures to go to the clerk to certify the names so we can proceed.

Dubois Award – Gary discussed the Nagel Warren Mansion as a possible nomination. He will arrange for a tour for the board.

## **8. New Business**

Letters of Volunteers of America – The owners of a building have applied for a permit for demolition of the build off of Seymour by the cemetery. The planning department has asked for assistance in looking into the history of the structure and is the board willing to write a letter to the owner regarding its significance. The board is happy to do both.

Masonic Temple Grant Application – application was turned in.

## **9. Other Business**

Ornaments – Gary requested to lead with the ornaments as he has in the past. Josh moved, Amber seconded to allow Gary to lead the ornaments fundraiser as he has in the past without having to come back to the board for approval. All approved.

Gary shared pictures of a couple of buildings that in much need of repaired as they are deteriorating badly. Gary requested that the board go by these properties and look at them. One is right by Cheyenne Dodge and Gary shared the address of the 2<sup>nd</sup>.

Demo by Neglect is still being worked on and will have it ready by the next meeting.

Gary has located a historic sign that has been in storage for quite some time and has reached out to one that knows the RR to see the best place to put the sign up for display.

## **10. Adjourn**

### **Looking Ahead:**

Next Work Session: XXX, 2023, 5:30 pm

Next Board Meeting: April 11, 2023, 6 pm