



Board of County Commissioners - Staff Report

Meeting Date: February 17, 2026

Submitting Dept: Teton County Historic Preservation

Presenter: Keith Gingery

Subject: Historic Preservation Board 2025
Annual Report Approval

Statement / Purpose:

The Teton County Historic Preservation Board receives funding from the National Park Service. As part of the grant, the Historic Preservation Board is required to submit an annual report to the National Park Service. The report requires that the Board of County Commissioners sign off that they have reviewed the annual report.

Background / Description (Pros & Cons):

Federal Grants work on the 10/1 through 9/30 fiscal year. Thus, this annual report is for the period that ended at the end of September 2025.

The minutes of all the meetings and the audit are not included with this staff report due to the size of the documents but are available upon request.

Legal Review: Gingery

Staff Input / Recommendation:

Approve

Attachments:

2025 Annual Report

Suggested Motion:

I hereby move to approve the 2025 Annual Report of the Teton County Historic Preservation Board.

Teton County Historic Preservation Board
2024-2025 CLG ANNUAL REPORT & EVALUATION DOCUMENTATION

<p>1. MEETINGS</p> <ul style="list-style-type: none"> Meetings are held in accordance with by-laws. <ul style="list-style-type: none"> <i>Each meeting shall be open to the public.</i> <i>Minutes from each meeting shall be made available for public access.</i> At least 6 meetings were held during the federal fiscal year. 	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
<p>2. MEMBERS</p> <ul style="list-style-type: none"> Commission vacancies were filled within 30 days Newly appointed members should strive to meet the federal standards. <ul style="list-style-type: none"> <i>"All Commission members must have a demonstrated interest, competence, or knowledge in historic preservation"- 36 CFR 61.6(e)(2)</i> 	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input checked="" type="checkbox"/> N/A
<p>3. TRAINING</p> <ul style="list-style-type: none"> Did any CLG members receive training during the federal fiscal year? 	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
<p>4. FUNDING</p> <ul style="list-style-type: none"> Has the CLG received NPS CLG grant funding during the federal fiscal year? If yes, were all programmatic and procedural requirements for the grant project followed? 	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes <input type="checkbox"/> No
<p>5. PRESERVATION PLAN</p> <ul style="list-style-type: none"> Does the CLG have an active preservation plan that demonstrates their pursuit of sound preservation goals in their community? 	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

6. NATIONAL REGISTER NOMINATIONS & PUBLIC COMMENT	
<ul style="list-style-type: none"> • Did the CLG support or pursue listing properties in the National Register of Historic Places? • Did CLG review and comment on nominations to the National Register of Historic Places? • Did the CLG implement appropriate procedures for public comment and forward public comments to SHPO for properties within its jurisdiction being nominated to the National Register? 	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A
<p>In Teton County, during federal FY 2024, we did not process any National Historic Register applications that required a public comment period. TCHPB has been advised by WYSHPO staff that when a private owner nominates their own private property, the process is not open to public comment.</p> <ul style="list-style-type: none"> • Are copies of the appropriate notification letters, public notices, minutes or other documentation attached? • Has the CLG been asked to comment on an E106 project? 	
	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A
	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A
7. PROGRAM SUPPORT FROM LOCAL GOVERNMENT	
<ul style="list-style-type: none"> • Does the local government provide the commission with at least a minimum of part time, paid staff assistance? • Has the local government provided the CLG any of the following? (Check all that apply): 	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
<input checked="" type="checkbox"/> operational funding <input type="checkbox"/> use of their equipment, such as: <input type="checkbox"/> copiers or supplies <input type="checkbox"/> computers and updated software <input checked="" type="checkbox"/> office and/or meeting space	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

8. CULTURAL RESOURCES INVENTORY	
<ul style="list-style-type: none"> • During the Fiscal Year being reported, has the CLG conducted or supported reconnaissance surveys of cultural resources located within the jurisdiction of the CLG? • During the Fiscal Year being reported, has the CLG gathered information on cultural resources within the jurisdiction of the CLG and advised government officials on historic preservation issues? • Does the CLG maintain an organized compilation of information on properties that have had a survey within the jurisdiction of their certified local government? 	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
9. PRESERVATION ORDINANCES	
<ul style="list-style-type: none"> • Does the CLG have a local register for significant local properties? • Did the CLG or its commission take any steps to incorporate historic preservation concepts into local planning initiatives? • Did the CLG publicly recognize the significance of surveyed or listed properties? 	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
<ul style="list-style-type: none"> • Has the CLG advocated for the creation of any local ordinances or resolutions that enhance preservation within the jurisdiction of the local government? 	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
<ul style="list-style-type: none"> • Has the CLG consulted or assisted local government in the designation or protection of historic properties? 	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

10. HISTORIC PRESERVATION PROMOTION	
<ul style="list-style-type: none"> Has the CLG served as a liaison with community residents to gain recognition for historic properties in their jurisdiction? 	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
<ul style="list-style-type: none"> Has the CLG informed their community about the benefits of historic preservation, the commission, and its work? 	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
<ul style="list-style-type: none"> Has the CLG demonstrated a commitment to and an appreciation of local cultural resources by: <p>(Check all that apply)</p> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> becoming more visible in the community <input type="checkbox"/> dispelling myths about preservation <input checked="" type="checkbox"/> promoting historic preservation activities <input checked="" type="checkbox"/> advocating for the protection of cultural resources <input checked="" type="checkbox"/> garnering support and/or enthusiasm for historic preservation <input checked="" type="checkbox"/> encouraging improvements in local appearance, the economic climate, or stimulating tourism 	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
<ul style="list-style-type: none"> Did the CLG provide educational opportunities for their community? <ul style="list-style-type: none"> <input type="checkbox"/> Submitting articles to their local newspaper or news website <input checked="" type="checkbox"/> Keeping the CLG's social media up to date <input type="checkbox"/> Sponsoring or hosting of a variety of activities to promote and support historic preservation <input type="checkbox"/> Other (<i>please describe on page 11</i>) 	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

**TETON COUNTY HISTORIC PRESERVATION
BOARD CONTACT LIST 2023-2024**

Name	Email Address	Telephone	Office Held	Term
Michael Stern	michael@masplaces.com	412-956-3750	President	6/30/2026
Maggie Moore	margaretfmoore@gmail.com	203-610-2477	Vice President	6/30/2026
Andrew Salter	asalter@tetonlaw.com	307-201-1145	Treasurer	6/30/2026
Mackenzi King	mking@dubbe-moulder.com	253-732-8557	Secretary	6/30/2028
Kurt Dubbe	kurt@dubbe-moulder.com	307-733-9551	Member	06/30/26
Erin Gibbs	gibbs.erin.e@gmail.com	612-508-3003	Member	6/30/2027
Jaclyn Knori	jaclynknori@gmail.com	307-413-6034	Member	6/30/2028
Alyson Klaczkiewicz	alysonklacz@gmail.com	307-413-1568	Member	6/30/2027
Nick Houfek	nickhoufek@gmail.com	307-399-7115	Member	6/30/2027
Susan Eriksen-Meier	tetonpreservation@gmail.com	307-690-7781	Part-time contract staff	Administrator

Updated 1/26/2026 SEM

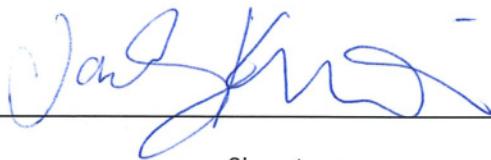
NEWLY APPOINTED COMMISSION/BOARD MEMBER
SIGNATURE PAGE

We, the undersigned members of the Teton County Historic Preservation Commission/Board in Jackson, Wyoming, have read and are familiar with both the ordinance and bylaws of our commission.

SIGNED:

Jaclyn Knori

Name



Signature

1/27/26

Date

JACLYN KNORI, P.E.

3775 S Lake Creek Drive, PO Box 34 | Wilson, WY 83014 | jaclynknori@gmail.com

Jaclyn Knori is a professional engineer and project manager. Jaclyn has been involved in a variety of public, nonprofit, and private development projects. Jaclyn also has deep family history in the Jackson Hole valley. She is a six-generation local of Teton County and the direct descendant of Cora Barber, the first documented white child in Jackson Hole.

EMPLOYMENT:

Jorgensen Associates, Jackson, WY | December 2018 – Present
Project Manager

PROJECT EXPERIENCE IN TETON COUNTY WITH HISTORIC PREVALENCE:

Mormon Row Housing – Grand Teton National Park Foundation | 2019

A property transfer organized by the Grand Teton National Park Foundation gained 9 seasonal housing units for Grand Teton National Park employees while preventing development within the Mormon Row Historic District in the park. The Moulton Ranch Cabins were the last privately held inholding within the historic district. The project utilized 9 historic cabins into functioning employee housing. On this project, Jaclyn designed a gravity septic system that followed the Teton County Small Wastewater Regulations. This site had many historical elements/structures and required unique design to fit the septic field within the one-acre property. Additionally, the 6 cabins and sheds were relocated to fit the Teton County property line setbacks and put on foundations.

Crescent Lazy H Ranch Lodge Rehabilitation – Private Client | 2019 – 2021

The Crescent Lazy H Lodge is the original guest lodge for Crescent H Ranch built in 1920. The client desired to remodel the structure to meet the needs of their family while honoring its historic integrity. Jaclyn worked with the project team to adjust the grading along the lodge to prevent erosion to the foundation and deck. Jaclyn also assessed the site utilities to meet the need of the property.

R Lazy S – Private client | 2023 – Present

Operating since 1947, the R Lazy Ranch is a historic dude ranch boarding Grand Teton National Park with 14 individual cabins and a guest lodge. The property is currently operating on a large-scale septic permit (UIC) with the Wyoming Department of Environmental Quality (WYDEQ). Jaclyn worked with the client and permitting agency to option the UIC permit for the ranch and documented all the site utilities to demonstrate compliance with WYDEQ.

EDUCATION:

Stevens Institute of Technology, Hoboken, NJ | August 2011 – May 2015 | B.E. Environmental Engineering
GPA: 3.525; Dean's List; Boswell Environmental Engineering Award, Presidential, and FIRST Robotics Scholarship Recipient.
Activities and societies: S.A.V.E. (Stevens Environmental Club), Stevens Green Team, Engineers for a Sustainable World.

Jackson Hole High School, Jackson, WY | September 2007 – June 2011

GPA: 3.975; Strategy and Building Captain of FIRST Robotics Team, Engineering Excellence Award recipient in FIRST Robotics Salt Lake City Regional (2011); Captain, State Champion, All-State, All-Conference, Varsity and State Record Holder, and Academic All-American Swimmer.

COMMUNITY ENGAGEMENT:

Teton County Planning Commission Board Member, Jackson, WY | July 2024 – December 2025
Partial term, Vice Chair 2025.

HOBBIES:

Wildlife photography, hiking and snowshoeing.



UNIVERSITY
OF WYOMING

College of Agriculture
and Natural Resources
Extension

Certificate of Completion

THIS IS TO CERTIFY THAT

Alyson Smith Klaczkiewicz

Has successfully completed the minimum requirement to comply with W.S.9-1-510

Building Better Boards Training
Jackson, WY

Mary M Martin
University Extension Educator

February 3, 2025

Date

CLG – 2024 to 2025 Contact List

- Please list your current **Local Government Contact** and **Board Contact** on this page (page 8) along with your current website, and then complete the list of board members (in the space provided on pages 9 and 10)
- Please provide at least the **name**, **phone number**, and **email** of each member.

City/County of: City/County Historic Preservation Commission/Board

Website: <https://tetonhistoricpreservation.org/>

Local Government Contact

Name
Jodi Pond, Administrator

Address Line 1
PO Box 3504

Address Line 2
Jackson, WY 83001

Phone Number
307-733-8094

Email

jp pond@tetoncountywy.gov

Board Contact

Name
Susan Eriksen-Meier

Address Line 1
PO BOX 4083

Address Line 2
Jackson, WY 83001

Phone Number
307-690-7781

Email

tetonpreservation@gmail.com

Teton County Historic Preservation Board
2024-2025 Annual Report, Accomplishments

Teton Heritage Tours

Jackson Hole often refers to itself as “the last of the Old West,” yet many residents believe little visible history remains. The Teton County Historic Preservation Board (TCHPB) responds to growing local interest in the historic built environment by using creative digital tools to highlight historic resources that are often overlooked.

Following a 2023 training by the Wyoming State Historic Preservation Office, TCHPB acquired and updated the Jackson Historic Downtown Walking Tour on the Clio platform. To address access and usability challenges, the tour was re-designed with downloadable content and short video segments for each site. Architectural Historian Samantha Ford authored the tour content and coordinated filming with historic videographer Bill Killion, while board member Rose Caiazzo donated professional narration and guided improvements to the digital format.

The \$60,730 project was funded through \$52,330 in Lodging Tax grants from the Jackson Hole Travel and Tourism Board and \$8,400 from Teton County and the Town of Jackson. The tour is hosted on the TCHPB website and promoted through social media. Although the sites are privately owned businesses, each participated in integrating the tour into their marketing. High Clio search visibility ensures that residents and visitors alike can easily access accurate, well-sourced local history.

<https://tetonhistoricpreservation.org/walking-tour/>

Wilson Historic District

The Teton County Historic Preservation Board conducted a professional survey of Wilson, Wyoming’s commercial core to evaluate its eligibility as a historic district. With several historic properties coming onto the market, the survey provided timely documentation of Wilson’s architectural heritage and supported community efforts to attract preservation-minded buyers. In July 2025, this work resulted in the successful listing of the Wilson Commercial Historic District on the National Register of Historic Places.

Beyond the National Register listing, the project helped advance a new preservation business model—community ownership. In 2022, local residents formed the Hungry Jack’s Company to purchase and rehabilitate the historic Hungry Jack’s general store using a community-owned business structure. More than 600 community members invested in the project, ensuring the long-term preservation and continued operation of this iconic property.

The district’s success also reflects increased local understanding of historic preservation tools. By addressing longstanding misconceptions that historic districts restrict property rights, the project fostered broader community support and demonstrated how preservation can strengthen both local identity and economic resilience.

Teton County Historic Preservation Board

Minutes: 10/1/2024-9/30/2025

Note: This document includes all board meeting minutes for the above-described period.

The following months do not have minutes due to a lack of a quorum, or canceled meetings:

November 2024

December 2024

Thank you.

Teton County Historic Preservation Board
Meeting Minutes

October 8 2024, 7:00pm - 9:00pm

Board Members Present: Michael Stern (President)
David Vandenberg (Vice President)
Andrew Salter (Treasurer)
Kiley Maas (Secretary)
Kurt Dubbe
Maggie Moore
Nicholas Houfek
Alyson Klaczkiewicz

Board Members Absent: Erin Gibbs

Consultants: Susan Eriksen (Eriksen-Meier Consulting, LLC)
Samantha Ford (Turn Stone Research)
Abigail Moore (Deputy County Attorney)

I. Opening

- A. Meeting called to order by Michael at 7:02 PM.
- B. Roll Call
- C. Quorum Pronouncement by the Chair

II. Adoption of Agenda

Motion: Nicholas
Second: Alyson
Vote: 8-0-1 Unanimous

III. Approval of Minutes (September 2024)

Motion: Nicholas
Second: Alyson
Vote: 8-0-1 Unanimous

IV. Communications

None.

V. Public Comment

None.

VI. Action Items / New Business

A. DEM24-0009 for 155 Moran Street

Sam Ford provided a brief research summary given the limited timeframe to conduct the research.

Ryan Dorgan provided additional context and information.

Application to be continued to allow Sam Ford more time to conduct her research and gather more historical context for the board's review.

I move to continue the action item DEM24-0009 for 155 Moran Street to a Special meeting on October 22nd at 12:00 PM to be conducted via Zoom.

Motion: Michael
Second: David
Vote: 8-0-1 Unanimous

VII. Updates

- A. Hosting CAMP Conference**
- B. Change submission of demo permit timeline?**
- C. Wort-Stilson-Pucci Cabin Update**
- D. Teton Heritage Tours-On November TTB Agenda**
- E. Demo permit data management update**

VIII. Motion to adjourn at 8:03 PM

Motion: David
Second: Michael
Vote: 8-0-1 Unanimous

Next meeting will be held November 12th, 2024 from 7:00-9:00 PM in the Teton County Board of Commissioners Meeting Room, 200 S. Willow St. in Jackson, Wyoming. Meetings are also available via Zoom.

Minutes Approved

Kiley A. Maas

4/8/2025

Kiley Maas, Secretary

Date

**Teton County Historic Preservation Board
Meeting Minutes**

January 14, 2025, 7:00pm - 9:00pm

Board Members Present: Michael Stern (President)
David Vandenberg (Vice President)
Kiley Maas (Secretary)
Kurt Dubbe
Erin Gibbs
Maggie Moore
Nicholas Houfek
Alyson Klaczkiewicz

Board Members Absent: Andrew Salter (Treasurer)

Consultants: Susan Eriksen (Eriksen-Meier Consulting, LLC)
Samantha Ford (Turn Stone Research)

I. Opening

- A. Meeting called to order by Michael at 7:02 PM.
- B. Roll Call and Quorum Pronouncement by the Chair

II. Adoption of Agenda

Motion: Kurt
Second: Michael
Vote: 8-0-1 Unanimous

III. Approval of Minutes

No Meeting in November or December.

IV. Communications

Susan to connect Samantha Ford with Steven Stimmel regarding the Red Rock Ranch historic preservation inquiry.

V. Public Comment

None.

VI. Action Items / New Business

None.

VII. Updates

A. Officers and Committees

Motion to re-appoint current officers (President, Vice President, Secretary, Treasurer) through the balance of their terms (July 2025).

Motion: Kurt
Second: David
Vote: 8-0-1 Unanimous

B. CAMP Conference, Plaques

- a. David and Nicholas to form a committee with Susan to plan the CAMP conference.
- b. Susan to ask someone from the Teton Trust to join the CAMP conference planning committee.

C. BCC Quarterly Update 1/27

D. Wilson Multimodal Plan Update

E. Six-Month Financial Update

- a. Estimated Actuals
- b. New Grants

F. TCHPB Calendar

G. Training Opportunities

VIII. Motion to adjourn at 8:04 PM

Motion: David
Second: Michael
Vote: 8-0-1 Unanimous

Next meeting will be held February 11th, 2024 from 7:00-9:00 PM in the Teton County Board of Commissioners Meeting Room, 200 S. Willow St. in Jackson, Wyoming. Meetings are also available via Zoom.

Minutes Approved

Kiley A. Maas

4/8/2025

Kiley Maas, Secretary

Date

Teton County Historic Preservation Board
Meeting Minutes

February 11, 2025, 7:00pm - 9:00pm

Board Members Present: Michael Stern (President)
David Vandenberg (Vice President)
Andrew Salter (Treasurer)
Maggie Moore
Nicholas Houfek
Erin Gibbs

Board Members Absent: Kurt Dubbe
Kiley Maas (Secretary)
Alyson Klaczkiewicz

Consultants: Susan Eriksen (Eriksen-Meier Consulting, LLC)
Samantha Ford (Turn Stone Research)
Abigail Moore (Deputy County Attorney)

I. Opening

- A. Meeting called to order by Michael at 7:03 PM.
- B. Roll Call and Quorum Pronouncement by the Chair

II. Adoption of Agenda

Motion: David
Second: Michael
Vote: 6-0-3 Unanimous

III. Approval of Minutes

Continued to next meeting.

IV. Communications

- A. Sara Herrera, Treasure Mountain MOA
- B. Sara Adams, Potential Teton County easements
- C. Amon Barker, Pink Garter Documentary Project

V. Public Comment

None.

VI. Action Items / New Business

A. 2025-2026 TCHPB Budget

- a. Susan to clean up and finalize the draft budget before submitting it on Friday.
- b. Andy to review the cleaned-up copy of the budget in mid to late February.

Motion to approve the draft budget as presented with the small edits as discussed by the Board.

Motion: David
Second: Maggie
Vote: 6-0-3 Unanimous

VII. Updates

A. BCC Quarterly Update 2/10

- a. Teton Historic Preservation Board to start providing quarterly updates to the Town Council.
- b. Susan to tie the Town Council updates to the quarterly invoice submissions.

B. TCHPB Calendar

- a. Susan to update the Board calendar.

VIII. Motion to adjourn at 8:08 PM

Motion: David
Second: Nicholas
Vote: 6-0-3 Unanimous

Next meeting will be held March 11th, 2024 from 7:00-9:00 PM in the Teton County Board of Commissioners Meeting Room, 200 S. Willow St. in Jackson, Wyoming. Meetings are also available via Zoom.

Minutes Approved

Kiley A. Maas

Kiley Maas, Secretary

4/8/2025

Date

Teton County Historic Preservation Board
Meeting Minutes

March 11, 2025, 7:00pm - 9:00pm

Board Members Present: Michael Stern (President)
David Vandenberg (Vice President)
Andrew Salter (Treasurer)
Kiley Maas (Secretary)
Kurt Dubbe
Erin Gibbs
Nicholas Houfek
Alyson Klaczkiewicz

Board Members Absent: Maggie Moore

Consultants: Susan Eriksen (Eriksen-Meier Consulting, LLC)
Samantha Ford (Turn Stone Research)

I. Opening

- A. Meeting called to order by Michael at 7:01 PM.
- B. Roll Call and Quorum Pronouncement by the Chair

II. Adoption of Agenda

Michael proposed adding National Register Nominations and Survey Requests / Grants and an update on GIS to the agenda.

Motion: Andy
Second: Nicholas
Vote: 8-0-1 Unanimous

III. Approval of Minutes

Continued to next meeting.

IV. Communications

None.

V. Public Comment

None.

VI. Action Items / New Business

A. DEM-0001 460 E. Broadway Ave.

Cal Hutchinson, representing St. John's Health, provided comment.

Ryan Dorgan of Shacks on Racks gave public comment on the demolition permit.

The resources identified in DEM-0001 located at 460 E. Broadway Ave. on the Architectural Site Demolition Plan D1.00 identified in red and as noted in the historical cultural properties report/form for the Hitching Post Lodge are found to be historically significant according to the Town of Jackson Designation Criteria to the Jackson Historic Registry. The criteria is that the structure is 50 years or older, has historical significance as part of the early development of tourist lodging in Jackson, and the structures are historically significant representing log construction of the era.

The board recommends a 90 day stay and the issuance of a demolition permit for public comment in order for the applicant and other interested parties to explore other options to demolition.

Motion: Nicholas
Second: David
Vote: 8-0-1 Unanimous

VII. Updates

A. CAMP Conference

- a. Board members to refine the list of Camp Conference training topics at the next meeting.
- b. Susan to have a meeting with the National Association of Preservation Commissions representative next week regarding Camp Conference logistics.

B. National Register Nominations

- a. Susan to include a line item of \$10,000 in the budget request for National Register nominations.

- b. Susan to submit the budget request to the county by 5 PM the following day.

C. Huff Memorial Library

- a. Michael and Susan to submit the Huff Memorial Library application to the town register.

D. GIS Update

- a. Susan and Samantha to coordinate on GIS data submission process for historic properties.

E. Tanya Anderson: Next Steps with Mercer Cabin

- a. Board to revisit the Mercer cabin issue and explore potential solutions before the cabin's removal deadline.

VIII. Motion to adjourn at 8:52 PM

Motion: Andy
Second: Michael
Vote: 8-0-1 Unanimous

Next meeting will be held April 8th, 2024 from 7:00-9:00 PM in the Teton County Board of Commissioners Meeting Room, 200 S. Willow St. in Jackson, Wyoming. Meetings are also available via Zoom.

Minutes Approved

Kiley A. Maas

Kiley Maas, Secretary

4/8/2025

Date

Teton County Historic Preservation Board
Meeting Minutes

April 8, 2025, 7:00pm - 9:00pm

Board Members Present: Michael Stern (President)
David Vandenberg (Vice President)
Andrew Salter (Treasurer)
Kiley Maas (Secretary)
Erin Gibbs
Maggie Moore
Nicholas Houfek
Alyson Klaczkiewicz

Board Members Absent: Kurt Dubbe

Consultants: Susan Eriksen (Eriksen-Meier Consulting, LLC)
Samantha Ford (Turn Stone Research)

I. Opening

- A. Meeting called to order by Michael at 7:02 PM.
- B. Roll Call and Quorum Pronouncement by the Chair

II. Adoption of Agenda

Michael proposed adding National Register Nominations and Survey Requests / Grants and an update on GIS to the agenda.

Motion: Andy
Second: David
Vote: 8-0-1 Unanimous

III. Approval of Minutes (October 2024, January 2025, February 2025, March 2025)

Motion to approve minutes with amendments reflecting that Maggie was not in attendance at the March 2025 meeting and Erin was in attendance was the February 2025 meeting.

Motion: Erin
Second: Michael
Vote: 8-0-1 Unanimous

IV. Communications

- A. Ryan Dorgan: DEM25-001
- B. Katie Leeper: Tax Credit Webinar Recording Available
- C. Nico McGhee: Research Assistance Request
- D. Alex Menolascino: Trail Creek NHR Listing

V. Public Comment

Abram Pearce joined the call on behalf of his client to learn more about the preservation process. Abram will connect with the board via email.

VI. Action Items / New Business

- A. DEM25-002 255 East Pearl Avenue

Samantha Ford of Turnstone research provided an overview of her research.

Ryan Dorgan of Shacks on Racks shared that the house had been moved before.

The residential structure identified for demolition in DEM25-002 and located at 255 East Pearl Avenue, Jackson, WY are found to be historically significant according to the Town of Jackson Designation Criteria to the Jackson Historic Register.

Accordinging to meeting Criteria 3, as defined in Section 5.9.4 of the Town of Jackson LDRs, the structure embodies distinctive characteristics of a type, period, method of construction, or artisan. The residence at 255 East Pearl Avenue represents the vernacular ranch style construction unique to Jackson from the early mid-20th century through the 1960's. Its estimated date of construction is 1935-1940. It appears to have been previously located from its original location behind the former Silver Spur Cafe (currently Local Restaurant) on Cache Street. The structure retains a high degree of Historic Integrity and is also in excellent condition.

Please see the attached historic reports for more information.

The TCHPB recommends a 100 day stay in the issuance of a demolition permit for public comment and in order for the applicant, the TCHPB and other interested parties to explore alternatives to demolition.

Motion: Erin
Second: Nicholas
Vote: 8-0-1 Unanimous

VII. Updates and Discussion

A. Town Council Meetings

Michael, David, and Alyson to attend the next Town Council Meeting on April 21st to advocate for TCHPB and clarity on the board's role.

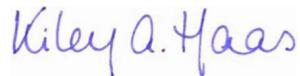
B. CAMP Conference

VIII. Motion to adjourn at 8:25 PM

Motion: Michael
Second: Andy
Vote: 8-0-1 Unanimous

Next meeting will be held May 13th, 2024 from 7:00-9:00 PM in the Teton County Board of Commissioners Meeting Room, 200 S. Willow St. in Jackson, Wyoming. Meetings are also available via Zoom.

Minutes Approved



Kiley Maas, Secretary

6/10/2025

Date

Teton County Historic Preservation Board
Meeting Minutes

May 13, 2025, 7:00pm - 9:00pm

Board Members Present: Michael Stern (President)
David Vandenberg (Vice President)
Andrew Salter (Treasurer)
Kiley Maas (Secretary)
Erin Gibbs
Nicholas Houfek
Maggie Moore

Board Members Absent: Kurt Dubbe
Alyson Klaczkiewicz

Consultants: Susan Eriksen (Eriksen-Meier Consulting, LLC)
Samantha Ford (Turn Stone Research)

I. Opening

- A. Meeting called to order by Michael at 7:01 PM.
- B. Roll Call and Quorum Pronouncement by the Chair

II. Adoption of Agenda

Michael proposed adding National Register Nominations and Survey Requests / Grants and an update on GIS to the agenda.

Motion: Andy
Second: David
Vote: 7-0-2 Unanimous

III. Approval of Minutes (April 2025)

Motion to defer approval of meeting minutes until next meeting.

Motion: Andy
Second: Michael
Vote: 7-0-2 Unanimous

IV. Communications

- A. Rob Neil: Historic recognition for 5000 Shoshone Drive
- B. Dwitt Morris: Hitching Post Cabins
- C. National Alliance of Preservation Commissions': CAMP Invoice
- D. Marie Snyder CAMP Contract
- E. Carlos Quiroz Older Homes and Asbestos
- F. John Chrysler: Seeking New Board Member for Alliance for Historic Wyoming

V. Public Comment

Mr. Resor gave public comment regarding protecting the Granite Ridge Cemetery. Nick to coordinate with Samantha on best next steps regarding any easements, access, and plaque discussions.

VI. Action Items / New Business

- A. DEM25-0004 for 380 Teton Ave

The residence identified in DEM25-0004 and located at 380 Teton Ave are found to be historically significant according to the Town of Jackson Designation Criteria to the Jackson Historic Register.

The TCHPB recommends a 60 day stay in the issuance of a demolition permit for public comment and in order for the applicant, the TCHPB and other interested parties to explore alternatives to demolition.

The house is historically significant for its age, being more than 50 years old, and for its significant contributions to the broad patterns of Jackson's history for being an intact original house and lot in the Gill Addition. It retains a high degree of architectural integrity of location, design, workmanship, materials, association, and feeling. The setting has had some impact, but not enough to detract from the other aspects. For elaborated eligibility criteria, please see the demolition permit report attached.

Motion: Erin
Second: Nicholas
Vote: 7-0-2 Unanimous

B. DEM25-0005 for 245 Millward Street

The residence identified in DEM25-0005 and located at 245 Millward Street are found to be historically significant according to the Town of Jackson Designation Criteria to the Jackson Historic Register.

The TCHPB recommends a 100 day stay in the issuance of a demolition permit for public comment and in order for the applicant, the TCHPB and other interested parties to explore alternatives to demolition.

For eligibility criteria, please see the demolition permit report attached.

Motion: David
Second: Andy
Vote: 7-0-2 Unanimous

C. DEM25-0006 for 840 Upper Cache Creek Drive

The resources identified in DEM25-0006 and located at 840 Upper Cache Creek Drive are not found to be historically significant according to the Town of Jackson Designation Criteria to the Jackson Historic Register.

Motion: Erin
Second: Michael
Vote: 7-0-2 Unanimous

VII. Updates and Discussion

A. TCHPB Openings and Application Period

David Vandenburg and Kiley Maas terms will expire 6/30/2025. Given this, the board has two board member openings.

B. Teton Heritage Tours

C. Huff Memorial application on 5/20/2025 Agenda (Moved by Legal)

D. National Register: Coe, Walker, and Clymer

E. Comments to Town Council-MS f. Mercer Cabin Update-AS

F. DEM25-0002 for TOJ review May 19

VIII. Motion to adjourn at 8:26 PM

Motion: Michael
Second: Andy
Vote: 7-0-2 Unanimous

Next meeting will be held June 10th, 2024 from 7:00-9:00 PM in the Teton County Board of Commissioners Meeting Room, 200 S. Willow St. in Jackson, Wyoming. Meetings are also available via Zoom.

Minutes Approved

Kiley A. Maas

Kiley Maas, Secretary

6/10/2025

Date

Teton County Historic Preservation Board

Meeting Minutes

June 10, 2025, 7:00pm - 9:00pm

Board Members Present: David Vandenberg (Vice President)
Andrew Salter (Treasurer)
Kiley Maas (Secretary)
Kurt Dubbe
Alyson Klaczkiewicz
Nicholas Houfek
Maggie Moore

Board Members Absent: Michael Stern (President)
Erin Gibbs

Consultants: Susan Eriksen (Eriksen-Meier Consulting, LLC)
Samantha Ford (Turn Stone Research)

I. Opening

- A. Meeting called to order by David at 7:00 PM.
- B. Roll Call and Quorum Pronouncement by the Chair

II. Adoption of Agenda

Motion: Kurt
Second: Maggie
Vote: 7-0-2 Unanimous

III. Approval of Minutes (April 2025 and May 2025)

Motion: Nick
Second: Maggie
Vote: 7-0-2 Unanimous

IV. Communications

- A. National Trust for Historic Preservation
- B. WYOSHPO: Changes to Grant Funding

V. Public Comment

None.

VI. Action Items / New Business

A. TCHPB List Historic Recognition for 5000 Shoshone Drive

I move to approve the application to add the resources at 5000 Shoshone Drive to the Teton County Historic Preservation Board's List of Historically Significant Resources.

Motion: Kurt
Second: Maggie
Vote: 7-0-2 Unanimous

B. Amended 2025-2026 TCHPB Budget

I move to cancel the \$10,000 CAMP grant, resulting in the cancellation of the training event.

I move to approve a Wyoming State Historic Preservation Office request to allocate unused 2024 CLG funds to the TCHPB's Moved Building Context project.

Motion: Nick
Second: Kurt
Vote: 7-0-2 Unanimous

VII. Updates and Discussion

A. WYOSHPO Update

B. Granite Ridge Cemetery

Through Nicholas's family connection (Grandmother), Nicholas and Sam will take charge to organize a volunteer group of unofficial caretakers.

VIII. Motion to adjourn at 7:47 PM

Motion: David
Second: Kiley
Vote: 7-0-2 Unanimous

Next meeting will be held July 8th, 2024 from 7:00-9:00 PM in the Teton County Board of Commissioners Meeting Room, 200 S. Willow St. in Jackson, Wyoming. Meetings are also available via Zoom.

Minutes Approved

Secretary

Date

DRAFT

Teton County Historic Preservation Board

Quick recap

The Teton County Historical Preservation Board held a meeting to discuss various preservation matters, including easements, demolition permits, and historical designations. The board reviewed and approved previous minutes, addressed a request for home project support, and evaluated the historical significance of a residence on Hanson Street, ultimately deciding not to recommend a stay on its demolition permit. The conversation ended with discussions about improving Granite Ridge Cemetery, including plans for new signage and maintenance efforts, with the board scheduling a cleanup day and exploring options for a tasteful sign with historical information.

Next steps

- Teton to send out an email to board members with sign design options for Granite Ridge Cemetery.
- Board members to review sign design options and select 3 to present to Tim Rockford.
- Teton to compile an invite list for the cemetery cleanup day.
- Samantha to send pictures of Granite Ridge Cemetery from her May visit to a Dropbox folder.
- Board members to meet on August 2nd at 9 or 10 AM for the Granite Ridge Cemetery cleanup day.
- Teton to share relevant sections of regulations regarding sign limitations with the board.
- Board to consider including a QR code on the new cemetery sign linking to survey information.

Summary

Meeting Process and Easement Discussion

The meeting began with introductions and discussions about the meeting process, including the number of attendees needed for a quorum, which was confirmed to be an odd number. Teton explained the use of audio and video recording for documentation purposes and mentioned that action items would be discussed later. The group also talked about the process of handling easements through a nonprofit, with Teton providing details on how these contracts work and the town's involvement.

Historical Board Discusses Home Project

The Teton County Historical Preservation Board held a meeting where they adopted the agenda and approved the previous month's minutes. During the communications update, they discussed a request from Randy Scheckler seeking support for a home project, which Susan had already responded to. The board considered following up with Scheckler personally to help him make a decision, with Teton offering to assist.

Demolition Permit for 570 Hanson

The board discussed the demolition permit for 570 East Hanson, with Samantha presenting her analysis that the one-story ranch-style residence was not historically significant. The board agreed with this assessment and passed a motion not to recommend a stay on the demolition permit. Erin noted that while the house was not significant on its own, the board should be prepared for future demolition requests on Hanson Street, and suggested drafting a letter to bring attention to rapid changes in certain areas.

Meadowbrook Log Cabins Historic Designation

The board discussed designating the Meadowbrook log cabins at 845 Cash Creek Drive to the Jackson Historic Register. Tyler explained the process and staff's analysis, while Samantha and Heather provided additional historical and architectural context. The board approved the designation after a brief discussion and vote. The conversation ended with a brief mention of an upcoming volunteer day.

Granite Ridge Cemetery Sign Discussion

The board discussed placing a sign at the Granite Ridge Cemetery, which is historically significant and has an easement allowing family members to maintain it. Tim Rockford, a local resident, raised concerns about its disrepair, and the board agreed to clean up the cemetery and consider options for signage during a meeting on August 1st or 2nd.

Granite Ridge Cemetery Improvement Plan

The board discussed options for improving Granite Ridge Cemetery, including a new sign and fence to make it more presentable and discourage unauthorized use. They agreed to explore options for a tasteful sign with a QR code linking to a survey, and to involve families in the process. Samantha offered to provide photos of the current condition of the cemetery, and the group scheduled a cleanup day for August 2nd. They also discussed the possibility of including historical information on the sign and mounting it to an existing fence section.

August 2025 TCHPB Minutes

Quick recap

The board meeting covered financial updates and budget discussions, including carryover funds and expense breakdowns, while also establishing a timeline for upcoming projects and tasks. The group reviewed several historic structure applications and listings, including discussions about preservation requirements and property nominations, while also addressing funding policies for National Register nominations. The conversation ended with officer elections.

Next steps

- Susan: Create a timeline/calendar of known tasks and projects for the board including the context paper project, website updates, and potential National Register applications.
- Susan: Set up Quickbooks for the organization to better financial tracking.
- Susan: Correct the \$2,700 discrepancy in the website budget between the direct/indirect breakout and contractor list.
- Katie Wilson: Submit an application to get the Liars Den listed as a historically significant property.
- Board members: Review the website and provide feedback on needed updates to Michelle.
- Susan: Forward the latest email exchange with Chris Newbecker regarding the Liars Den to all board members.
- Susan: Look into using Trello for project management.
- Sam: Continue work on the context statement project regarding moved historic structures.
- Susan: Work with Michelle on updating the website and determining costs and timeline.
- Kurt: Review and suggest revisions to the text and supporting photographs in the application for 2600 West Shooting Iron Ranch Road.
- Kurt: Send comments on the Garmin property application to Susan for distribution to the applicants.
- Gwen Garman: Provide current photographs of the main house after the improvements made over the last 4 years.
- Gwenn Garman: Revise the application for 2600 West Shooting Iron Ranch Road based on Kurt's suggestions.
- Abram/Gwenn Garman: Work with Kurt to revise the application for 2600 West Shooting Iron Ranch Road to improve the public record while proceeding with their Teton County application.

- Susan: Update the board's policy on the website to indicate that TCHPB will support National Register of Historic Places applications up to 50% on a case by case basis for those who request assistance.
- Susan: Send the policy wording to a board member who will email the Trail Creek Ranch applicants about the funding policy.
- Samantha: Send updates to Michael regarding additional contributing elements in the Town Square that should be included in the historic register application.
- Michael: Update the Town Square historic register application with Samantha's information.
- Michael: Submit the completed Town Square application to the Planning Department for inclusion on the Town Council agenda.
- Michael: Submit the Jackson Town Register nomination for George Washington Memorial Park to the Jackson Town Council/planning department.
- Susan: Work with Nick on the language and material options for the cemetery plaque.
- Susan: Check with Michelle at Lily Pad Creative about plaque suppliers and materials.
- Nick: Consider returning to the Granite Ridge Cemetery with Tim to replace headstones in appropriate spots.

Summary

Board Meeting: Budget Confirmation

The board meeting began with introductions and welcome back to Mackenzie King, who returned to the board after a break. The agenda was adopted and minutes were approved. The group briefly discussed the budget, which Susan confirmed was the same as previously approved earlier in the year.

Financial Review and Project Planning

The meeting focused on reviewing the organization's financial status, including a carryover of \$35,001 from town and county funding, which was discussed in relation to budget allocations and upcoming tasks. Teton explained the breakdown of direct and indirect expenses, emphasizing the importance of maintaining a lean organization. The group agreed to create a timeline for tasks and projects, including website updates and National Register applications, with a suggestion to use project management software like Trello to better organize and track progress.

Historic Structure Use Permit Discussion

The board discussed correspondence regarding a historic structure, the Liars Den, located on Fall Creek Road. They determined that since the structure is listed as historically significant and falls under the new LDR amendment allowing historic structures over 1000 square feet to be used as an ARU, they cannot advocate for a variance. Instead, they suggested Katie Wilson submit an application to list the structure, which would allow her to proceed with negotiations with the county. The board also touched on a related project involving a historic cabin on the old Doc Mcleod's ranch, noting the potential precedent this case could set. Finally, they approved a demolition permit application for a building at 168 North Glenwood, despite its lack of historical significance.

Historic Structures Preservation Application

The board discussed an application to list two historic structures on a property at 2,600 West Shoot and Iron Ranch Road. Abram Pearce from Streamline Engineering explained that the Garman family wants to maintain an existing shed in the floodplain and preserve the historic character of the site. Gwen Garman provided additional context about the property's history and the restoration work being done on both the main house and bunkhouse. The board agreed to list both the bunkhouse and primary residence as historically significant resources, noting their construction features and estimated age of the mid to late 1940s.

National Register Funding Policies

The board discussed funding for National Register nominations, agreeing to support applications up to 50% on a case-by-case basis for those who request assistance. Teton expressed concerns about the wording and supporting photographs in a recent nomination, and Abram agreed to work on revisions while pursuing a concurrent application in Teton County. The board also noted that federal and state funding for these nominations may not be available in the short term, making it important to establish clear funding policies.

Historic Property Listings and Nominations

The board discussed two main items: a motion to submit the Jackson Town Register nomination for George Washington Memorial Park to the Jackson Town Council, which was approved unanimously, and an application to list the Hitching Post Lodge on the Teton County Historic Preservation Board's list of historically significant properties. They also addressed the need to update a previous National Register nomination to include additional contributing elements in the park. The board agreed to help facilitate the Hitching Post Lodge's listing by approving the

application retroactively, despite its original submission date in May, to satisfy county requirements for the property's current location.

Board Elections and Cemetery Projects

The board discussed officer elections, with Andy Salter agreeing to remain as treasurer and Teton reluctantly continuing as president. Maggie volunteered to serve as secretary, noting that the role would involve reviewing AI meeting transcripts and tracking approved motions. The board also approved a cemetery cleanup organized by Nick at Granite Ridge, and discussed plans for new plaques and signs, with Susan agreeing to work with Michelle on finding a vendor. Finally, they celebrated the completion of an easement for the Climber residence, which will now use a federal tax incentive program, making it the first such project in the county.

September 2025 Meeting Minutes

Quick recap

The board reviewed various updates regarding the Huff Library Renovation project, approved the nomination of P25-157 282 E Pearl Avenue to the Jackson Historic Register, and approved providing \$1,575 to support the R Lazy S Ranch National Register nomination. The group addressed administrative matters such as contractor recommendations and board recognition events. The conversation ended with discussions about historic register nominations and funding support for preservation efforts, including the establishment of a precedent for future historic preservation initiatives.

Next steps

- Susan to send an email with the motion accepting the Huff Library renovation proposal to Jodi Pond, Keith Gingry, Mark Erwin (general services director), Rachel Ravitz, and Tom (owner's representative).
- Susan to explore options for less expensive plaques than the \$800 ones currently being considered.
- Susan to check availability and cost at The Wort for hosting a fall recognition event in late November or early December.
- Samantha to coordinate payment logistics with the R Lazy S Ranch owners for the National Register nomination project.
- Tyler to consider adding a link to the Wyoming SHPO recommended contractors list on the town's website.

Summary

1. Call to Order
2. Roll Call and Quorum Pronouncement
 - Board members: Michael Stern, Alyson Klaczkiewicz, Kurt Dubbe, Maggie Moore, Erin Gibbs, Jaclyn Knori, Mackenzie King
 - Other: Susan Eriksen, Tyler Valentine, Rachel Ravitz, Laura Burnham
3. Adoption of Agenda (Kurt Dubbe / Maggie Moore)
4. Review and Approval of August Minutes (Maggie Moore / Alyson Klaczkiewicz)
5. Huff Library Renovation Presentation: Rachel Ravitz:
 - Project is proceeding with a focus on maintenance and preventative work based on a consultant's report. They hope to start construction Fall 2025.
 - One (1) qualified bid received from ACM. Budget came in higher than expected. The team is exploring ways to fit the scope within the county's budget. Any potential funding available?

- Kurt Dubbe acknowledged the thorough and thoughtful preservation design and recommended that the Board accept the presentation as presented. Seconded by Michael Stern.
- Discussed scheduling site visits for board members to learn more about preservation and restoration techniques. The board recommended contacting the local newspaper to cover this educational event and/or this project in general.
- Suggested they keep a record of maintenance performance over time.

6. Communication:

- a. Mark turner: Gap Puchi 5 acres in Hobak
- b. Multiple: Liar's Den

7. Public Comment (none)

8. Action Items:

- a. Jackson Historic Register Nomination: P25-157, 282 East Pearl Avenue
 - Tyler Valentine summarized his staff report.
 - The applicant and owner, Laura Burnham, was present to provide additional comments. Laura expressing interest in preserving and renovating the existing cottage while potentially expanding the garage / building an addition that would complement the architecture.
 - Motion to approve the nomination of the resources identified in P25-157 and located at 282 E Pearl Avenue, Jackson, WY to the Jackson Historic Register. (Maggie Moore / Erin Gibbs) → motion carried unanimously. Kurt Dubbe and Mackenzie King recused themselves from the vote because of a potential conflict of interest.
- b. NHR Support Application R Lazy S
 - Motion to approve the request for financial support for the National Register of Historic Places application for the R Lazy S Ranch as identified in the R Lazy S proposal submitted by Turn Stone Research. The amount of support will be \$1,575, paid directly to the contractor. (Mackenzie King / Maggie Moore) → motion carried unanimously.

9. Updates and discussion

- a. National Register Support Progress.
 - Board agreed that an email and proposal is acceptable. No committee and/or application form necessary.
- b. Plaque List
 - Granite Ridge Cemetery, Wilson Historic District, and R Lazy S
- c. Fall Recognition Event - November or December?
- d. The board discussed maintaining and expanding their contractor recommendation program, suggesting linking to the Wyoming SHPO website.

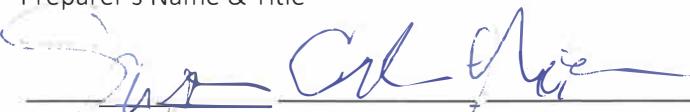
I verify that the information given in the annual report and evaluation documentation is true and accurate to the best of my knowledge.

Susan Eriksen-Meier, Administrator

1/26/2026

Preparer's Name & Title

Date


Signature


1/29/26

Date


CLG Chair Signature


1/29/26

Date

Chief Elected Local Official Signature

Date

ATTEST: Maureen Murphy, Teton County Clerk

Date