

# ANNUAL REPORT FORM

**Due Date:** DECEMBER 31

**Report Inclusion Dates:** OCTOBER 1 through SEPTEMBER 30 (federal fiscal year)

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

Please provide the following information with your Annual Report:

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

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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, Administrative Consultant

1/12/2021

Preparer's Name & Title

Date



Signature

1/12/2021

Date

\_\_\_\_\_  
CLG Chair Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Chief Elected Local Official Signature

\_\_\_\_\_  
Date

# CLG ANNUAL REPORT & EVALUATION DOCUMENTATION

## 1. MEETINGS

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

## 2. MEMBERS

- Commission vacancies were filled within 30 days  Yes  No  N/A
- Newly appointed members met federal standards.  Yes  No  N/A
- Copies of resumes for newly appointed members are attached.  Yes  No  N/A

## 3. TRAINING

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

## 4. FUNDING

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

## 5. NATIONAL REGISTER NOMINATIONS & PUBLIC COMMENT

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

for property within the jurisdiction of the certified local government along with his/her recommendation directly to the SHPO?

- Are copies of the appropriate notification letters, public notices, minutes or other documentation attached?  Yes  No  N/A

#### 6. PROGRAM SUPPORT FROM LOCAL GOVERNMENT

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

#### 7. CULTURAL RESOURCES INVENTORY

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

#### 8. PRESERVATION PLANNING

- Did the CLG or its commission take steps to protect properties significant to local residents through local designation?  Yes  No
- Did the CLG or its commission take any steps intended to protect resources identified in a survey?  Yes  No
- Did the CLG or its commission take any steps to incorporate historic preservation concepts into local planning initiatives?  Yes  No
- Did the CLG or its commission publicly recognize the significance of properties to attract tourists and other visitors interested in history and preservation?  Yes  No

- Has the CLG or its commission taken steps toward enacting any local ordinances or resolutions that enhance preservation within the jurisdiction of the local government?  Yes  No
- Has the CLG enforced appropriate local legislation for the designation and protection of historic properties?  Yes  No

9. HISTORIC PRESERVATION PROMOTION

- Has the CLG commission served as a liaison with community residents to gain recognition for historic properties?  Yes  No
- Has the CLG commission provided opportunities for the CLG to pursue a formal role in historic preservation?  Yes  No
- Has the CLG commission informed people about the benefits of historic preservation, the commission, and its work?  Yes  No
- Has the CLG commission demonstrated a commitment to and an appreciation of local cultural resources by:  
(Check all that apply)

- |  |  |
|--|--|
| <input 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"/> establishing the credibility and trustworthiness of the commission |
| <input type="checkbox"/> protection of cultural resources  | <input type="checkbox"/> garnering support and/or enthusiasm for historic preservation                 |
| <input checked="" type="checkbox"/> improvements in local appearance, the economic climate, or stimulating tourism |  |

- Can the CLG commission demonstrate pursuit of sound preservation goals to make preservation an integral part of development and planning process that fits the needs, interests, and goals of local residents?  Yes  No
- Did the CLG commission sponsor or provide educational opportunities such as:  Yes  No


- workshops for its own commission members
- writing a regular preservation column for its local newspaper
- any of a variety of activities to promote and support historic preservation, if checked describe below:  
The Teton County Commissioners provide financial support, legal advice, grant application review, financial management, and some administrative support, such as our phone and staff who write staff reports.

**NEWLY APPOINTED COMMISSION MEMBER  
SIGNATURE PAGE**

I, the undersigned member of the Teton County\_Historic Preservation Board in Teton County, Wyoming, have read and am familiar with both the ordinance and bylaws of our commission.

SIGNED:

Andrew Salter



12/3/2020

Name

Date

Name

Date

Name

Date

Name

Date

Name

Date

Teton County, Wyoming  
Certified Local Government 2020 Annual Report  
Attachment #2, New Member Profile



## ANDREW SALTER

**Andy Salter** has been a trial lawyer for over 37 years. He has extensive experience litigating a wide variety of cases in Wyoming, Washington, Oregon, Idaho, Montana, Alaska and California before state, federal and tribal courts and administrative agencies. His clients have included corporations large and small, banks, Native American Tribes, entertainers, citizens groups, nonprofit organizations, and individuals. Andy currently focuses his practice on litigation of real estate, contract, environmental, land use and tribal disputes. He has also tried employment, commercial and tort disputes to verdicts before judges and juries in Washington and California.

Andy is an active member of the American Arbitration Association roster of Arbitrators.

Andy's consistent approach to litigation has been to focus on achieving his client's goals as quickly, cost effectively and professionally as possible.

Andy is an active member of the courts of Washington and Wyoming. He graduated from the Georgetown University Law Center and Harvard College. Andy is Vice Chair of the Board of Directors of the Teton Raptor Center and is on the Northern Rockies Regional Council of the National Parks and Conservation Association. In his spare time, Andy is passionate about the outdoors, and depending on the season and the snow pack, can be found downhill skiing, hiking, biking, or finding new ways to burn calories and attain elevation.

# TETON COUNTY HISTORIC PRESERVATION BOARD MEMBERS CONTACT LIST

## Board Members

| Name                    | Email Address                   | Telephone    | Office Held                  | Term      |
|-------------------------|---------------------------------|--------------|------------------------------|-----------|
| Michael Stern           | michael@maspl<br>aces.com       | 412-956-3750 | President and<br>Treasurer   | 06/30/23  |
| Mackenzie King          | mking@dubbe-<br>moulder.com     | 253-732-8557 | Vice President               | 06/30/23  |
| Monay Olson             | monay@jackson<br>lodgingco.com  | 307-690-3605 | Secretary                    | 06/30/21  |
| Kurt Dubbe              | kurt@dubbe-<br>moulder.com      | 307-733-9551 | N/A                          | 06/30/22  |
| Sherry Smith            | sherrys@mail.s<br>mu.edu        | 307-733-1958 | N/A                          | 06/30/21  |
| Kristine Abbey          | kristinejannel@<br>gmail.com    | 202-603-1285 | N/A                          | 06/30/22  |
| Ryan Nourai             | ryannourai@ma<br>c.com          | 307-733-9417 | N/A                          | 06/30/22  |
| Andrew Salter           | asalter@tetonla<br>w.com        | 307-201-1145 | NA                           | 6/30/2023 |
| Mark Newcomb            | mnewcomb@tet<br>oncountywy.gov  | 307.413.9690 | BCC Liaison                  | 1/1/2021  |
| Susan Eriksen-<br>Meier | tetonpreservatio<br>n@gmail.com | 307.690.7781 | Administrative<br>Consultant | Contract  |
| Clare Stumpf            | tetonpreservatio<br>n@gmail.com | 307.732.8688 | Administrative<br>Support    | Contract  |

Teton County, Wyoming  
Certified Local Government 2020 Annual Report  
Attachment #4, Teton County Budget

**Teton County Historic Preservation Board  
Annual Report  
Major Accomplishments 9/30/2019-10/1/2020**

The Teton County Preservation Board's most significant accomplishments in 2020 were in the area of preservation planning and historic preservation promotion. Winter and Co. completed their initial Preservation Strategies Study for Jackson that was completed with funding from WYSHPO.

The study was well received in general, and has moved into the implementation phase with the Town of Jackson currently in the process of enacting an Historic Preservation ordinance that will be accompanied by new Land Development Regulations. It is anticipated that the ordinances will be adopted by the Town Council in early 2021. In keeping with local Wyoming culture, these ordinances will be an incentive-based program that offers property owners a variety of zoning incentives as well as new Transfer of Development Rights and Transfer of Housing Mitigation credits programs. TCHPB has been partnering with the Jackson Planning Department on the development of these ordinances and will become the review body for implementation of historic preservation guidelines.

The board also participated as a consulting party in the Snow King MOA process, and reviewed the draft Darwin Ranch National Register Nomination. The board continues to review demolition permit requests within the town of Jackson. During 2020, the board recommended one stay of demolition from the Town Council. The board shares demolition information with Shacks-on-Racks, a local non-profit that seeks to relocate buildings slated for demolition. In 2020, Shacks-on-Racks successfully relocated two historic buildings that would otherwise have been demolished.

Finally, the board was thrilled to be able to hire an administrative consultant in July. The support of a part-time administrator has already improved our ability to respond to the growing number of preservation projects in the town and county.

**Specific Property Accomplishments**

- Last year we reported that the historic Van Vleck block in downtown Jackson had been successfully saved from redevelopment and three historic structures saved from demolition. This year, we worked with the interim owner to establish historic preservation easements on the three historic buildings on the lot, including the National Register listed Van Vleck House; now known as the Cafe Genevieve restaurant. This was part of a complex deal that will preserve both the historic buildings and landscape, create a new public open space and provide a new home for the Jackson Hole Historical Society and Museum on the corner of the block. TCHPB assisted in the creation of a separate non-profit, the Teton Historic Preservation Foundation, which will hold and monitor the preservation easements on the three historic buildings and provide a mechanism for future easements. Local reporting on the preservation of this historic block was frequent and well-received; the project is a major milestone in promoting historic preservation in Teton County.

- 375 West Broadway: The TCHPB requested a stay of demolition from the Jackson Town Council in order to document the building photographically. This work was completed and the building was demolished.
- The historic house at 230 E. Pearl was moved successfully with a donation to Shacks on Racks to a site on the National Elk Refuge property. The Elk Refuge has also carved out space for four more homes should they become available.
- Darwin Ranch Nomination: Ann Noble presented her National Register Nomination for Darwin Ranch. The ranch is being nominated under criteria A (events—commerce, trapping, recreation, settlement) and C (Western Craftsman style). The property is being nominated as a district, with 9 contributing buildings and 12 non-contributing buildings.
- Teton Raptor Center: The TCHPB supported the Teton Raptor Center, who is currently rehabilitating the historic Hardeman Ranch in Wilson, WY. The Preservation Board hired a planning consultant to draft a text amendment to the Teton County land development regulations that will permit the preservation of unoccupied historic accessory structures, as well as accessory residential units in existing historic structures that exceed the normal maximum square footage. This text amendment was adopted by the Board of County Commissioners and was utilized to preserve the historic bull barn on the Hardeman ranch property.

### **Preservation Programming**

- Community Character Initiative: The CCI received a grant from the Community Foundation of Jackson Hole to establish a rubric for what makes a property an important part of the community character, identifying these properties that represent a confluence of historic preservation, open space protection and accessibility. The CCI has come up with a list of priority properties and mapped them utilizing the county GIS system. They intend to share with the community for review. TCHPB was a partner organization in this effort.
- Frank Johnson Memorial Fund: Last October our community lost a kind and dedicated friend: Rev. Franklin Johnson. Among the many hats Frank wore, he was a loyal volunteer member of the Teton County Historic Preservation board and enthusiastic local historian. In his retirement, he wrote the only history of St. John’s Episcopal Church, the “History of the Episcopal Church in Jackson’s Hole” (2015). In recognition of his dedication to documenting our history and sharing his passion for our history with others, the Teton County Historic Preservation Board, Jackson Hole Historical Society, and The Fund for Public Education – Teton County School District #1 have established the Frank Johnson History Day Memorial Fund. The fund will support local middle and high school students participating in National History Day events; a national competition that engages students and teachers in historical research and skills development. Frank was a judge for local National History Day presentations for several years and loved diving into primary sources and historical documentation. Supporting local students and encouraging them to continue learning from and about our past feels like a wonderful way to remember him.

- Residential Survey: The Residential Survey has been completed and the Preservation Strategies Study Winter and Co's report was well received in general. Their recommendations were presented in a strategy paper and the TCHPB collaborated with the Town of Jackson to implement recommendations via Town ordinances and LDR updates.

#### **Ordinances and LDRs**

- Historic Easements: The TCHPB partnered with community members to support the establishment of a new historic preservation non-profit, the Teton Historic Preservation Foundation. The new foundation will hold preservation easements and rely on the Teton County CLG for professional input.
- Snow King: A letter was sent to USFS with the board's professional response to the findings presented in the USFS-commissioned report identifying cultural resources within the Snow King landscape. The letter expressed the board's concurrence with the consultant's findings, which identified specific cultural resources and landscape features within a determined Period of Significance.

#### **Board and Staff**

1. We were disappointed to receive Katherine Wonson's resignation from her position as President of the Board. Please join us in celebrating the incredible contribution Katherine made during her service.
2. Michael Stern was approved as our new president and will retain his duties as treasurer. Thank you, Michael.
3. Susan Eriksen-Meier joined TCHPB as Administrative Consultant in July.

###

CERTIFICATE OF COMPLETION

THIS ACKNOWLEDGES THAT

*Kristine Abbey*

HAS FULLY COMPLETED

3 CREDIT HOURS

Historic Preservation 101:  
for REALTORS®, Appraisers, & Curious People

7/23/2020

DATE

N/A

LICENSE NUMBER

*Mary M. Hopkins*

MARY HOPKINS  
STATE HISTORIC  
PRESERVATION OFFICER

N/A

LOCATION



Hosted by Rawlins DDA ZOOM

CERTIFICATE OF COMPLETION

THIS ACKNOWLEDGES THAT

Susan Ericksen-Meier

HAS FULLY COMPLETED

3 CREDIT HOURS

Historic Preservation 101:  
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7/23/2020

DATE

Mary M. Hopkins

MARY HOPKINS  
STATE HISTORIC  
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DATE

Mary M. Hopkins

MARY HOPKINS  
STATE HISTORIC  
PRESERVATION OFFICER

6-4314

LICENSE NUMBER

N/A

LOCATION



Hosted by Rawlins DDA ZOOM