

**Historic Preservation Commission Meeting
Wednesday, August 26, 2026 6:00 PM
Crete City Hall
243 E 13th Street
Crete, NE 68333**

1. Open Meeting

- In accordance with Nebraska law, a copy of the Open Meetings Act can be found in the back of the Council Chambers.
- Items listed on the agenda may be considered in any order.

2. Roll Call

- Attendance of members will be recorded to determine the presence of a quorum for official actions.

3. Items of Business

- Action may be taken to discuss/limit discussion, to hear testimony in favor of or in opposition to, and to approve or disapprove any matter presented under this title.

3.A. August 12th, 2026 Historic Preservation Commission Meeting Minutes

3.B. Building Permit Application Residential Travis Smith Deck Replacement 1039 Forest Ave

4. Officers' Reports

5. Chairperson's Report

6. Director's Report

7. Petitions-Communications-Resident Concerns

8. Adjournment

Disclaimers & Notices

- The Council may enter into closed session to discuss any matter on this agenda when it is determined that a closed session is clearly necessary for the protection of the public interest or the prevention of needless injury to the reputation of an individual (if such individual has not requested a public meeting) or as otherwise allowed by law. Any closed session shall be limited to the subject matter for which the closed session was called. If the motion to close passes, then immediately prior to the closed session the Mayor shall restate on the record the limitation of the subject matter of the closed session.
- The City of Crete assures that no person shall on the grounds of race, color, national origin, age, disability, handicap or sex, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity of the City receiving Federal financial assistance. To report discrimination, contact the City Clerk's office.
- The complete agenda with attachments is available at www.crete.ne.gov.



HISTORIC PRESERVATION COMMISSION MEETING

August 12th, 2026 at 6:00 PM
Crete City Hall, 243 East 13th Street

MINUTES

Notice of the meeting was given by posting, the appointed method for giving notice as shown by the attached notice, at the following locations:

City Hall, 243 East 13th Street
Post Office, 1242 Linden Avenue
City Bank and Trust, 1135 Main Avenue

Advance notice of the meeting was also given to committee members. Pursuant to Section 84-1412(8) of the Nebraska Open Meetings Act, the City has posted a current copy of the Open meetings Act, Laws of the State of Nebraska, in the back of the council chambers. All proceedings shown were taken while the meeting was open to the attendance of the public.

1. Open Meeting

2. Roll Call

Janet Jeffries	Absent
Jennifer Robison	Present
Scott Kuncel	Present
Thom Reeves	Present

3. Items of Business

3.A. April 29th, 2026 Minutes

Scott Kuncel motioned and Thomas Reeves seconded to approve April 29th, 2026 minutes.
Jennifer Robison: Aye, Thom Reeves: Aye, Scott Kuncel: Aye,

3.B. Election of Historic Preservation Commission Chair

Thomas Reeves motioned and Scott Kuncel seconded to elect Jennifer Robison as Chair of the Historic Preservation Commission.

Scott Kuncel: Aye, Jennifer Robison: Aye, Thomas Reeves: Aye

3.C. Discussion on replacement member

There was discussion on the replacement of a member for the Historic Preservation Commission.

Ourada stated that the statute states that you should have people that specialize in different aspects. Ourada stated that they are good with history and it could be someone involved in architecture. It will be something that we can defend with the National Parks Services since they review our plan and membership annually. Commission member Jennifer Robison asked if there is a geographical boundary and Ourada stated that there is not. They did that by design, since you will not get a full slate of commissioners all from Crete.

3.D. Sign Permit Application from David Hochstetler, Jr. for Main Street Laundromat 1112 Main Ave

City Administrator Tom Ourada stated that 1112 Main Ave building is in a historic district. City Attorney Anna Burge stated that it is not a contributing building with SHPO with DTR a couple years ago.

There was discussion on the brick details of the building. Ourada stated that the City of Crete has an extensive sign ordinance. Historic Preservation Commission member Jennifer Robison stated that she doesn't think the new sign interferes with the architectural integrity or historical accuracy and is an improvement to the building. It is hard to read however but that is not something they are looking at.

Commission member Scott Kuncel asked about the colors of the brick and Ourada asked if he could rephrase his question if Kuncel didn't mind. What do the commercial design standards say about this. Ourada introduced Building Inspector Trent Griffin. Ourada explained that they would be setting a precedent on how they do things moving forward. As part of the review process, it will be recorded on the reasons for the recommendation. Ourada stated that they could treat the sign separate from the awning. The awning is cloth and it complies. The City has an extensive sign ordinance.

The Historic Preservation Commission discussed the fabric of the awning meeting the requirements and conforms and the building is not historically significant. It is a one-story building and Ourada added that it is contemporary construction. Scott Kuncel stated that as far as the awning is concerned, the awning material is preferred by SHPO and is reversible without damaging the building. There are no concerns with the sign due to the non-contributing factor to the historical district and the building being historically insignificant.

Scott Kuncel motioned and Thomas Reeves seconded that they have no concerns with their findings of the Sign Permit Application from David Hochstetler, Jr. for Main Street Laundromat 1112 Main Ave. Scott Kuncel stated that their findings are the following: As far as the awning is concerned, the awning material is preferred by SHPO and is reversible without damaging the building. There are no concerns with the sign due to the City having an extensive sign ordinance and the non-contributing factor to the historical district and the building being historically insignificant.

Jennifer Robison: Aye, Thomas Reeves: Aye, Scott Kuncel: Aye

3.E. Building Permit Application Residential Travis Smith Deck Replacement 1039 Forest Ave

Building Inspector Trent Griffin stated that the owner of 1039 Forest Ave would like to replace the deck at the back of the house and replace the north stoop.

The Historic Preservation Commission members asked Griffin if he could please get a drawing

of the work that is going to be completed along with a list of the materials that will be used for the project.

Scott Kunch motioned and Thomas Reeves seconded to table the Building Permit Application Residential Travis Smith Deck Replacement 1039 Forest Ave pending requested information.

Jennifer Robison: Aye, Thom Reeves: Aye, Scott Kunch: Aye

3.F. Zoning Discussion

Ourada stated that he has met with the Planning Consultant on zoning. Ourada stated the first draft is over 300 pages of zoning and there are many pictures and definitions of terms. The updates on zoning will be going to the Planning Commission and Historic Preservation Commission in the next couple of months.

4. Petitions - Communications - Resident Concerns

5. Officers' Reports

5.A. Chairperson's Report

5.B. Director's Report

6. Adjournment

Scott Kunch motioned and Thomas Reeves seconded to adjourn the meeting at 7:00 p.m.

Jennifer Robison: Aye, Thom Reeves: Aye, Scott Kunch: Aye

Building Permit Application - Residential

Building Inspector - 243 East 13th Street, Crete, NE 68333
402-826-4312 www.crete.ne.gov

PERMIT # 26-000182

Jobsite Address		Application Date:	
Property Owner's Name <u>TRAVIS SMITH</u>		Legal Description	
Address <u>1039 FOREST AVE</u>		Phone <u>402-540-5568</u> Zoning Review	
Work being performed by:		☐ Contractor ☒ Homeowner	
Name <u>TRAVIS SMITH</u>		Phone	
Street Address <u>1039 FOREST AVE</u> City <u>CRETE</u>		Contractor Registration No.	
State <u>NE</u> Zip Code <u>68333</u>			
Email		☐ New ☐ Remodel ☐ Repair ☐ Replace	
Description of work to be completed: <u>Replace Deck in back - Replace North Stoop, no more than 6 post face of house</u>			
Total Valuation		Office Use Only:	
Total cost of labor and materials. Property owners providing their own labor would enter material cost times two. The City of Crete may require a copy of an estimate for materials. (Calculate Permit Fee and Plan Review Fee below)		Lot Density unit per square foot _____	
Total Project Cost <u>\$2000</u>		Lot Dimensions: Side _____ Rear _____	
Fee Schedule:		Setbacks: Front _____ Side yard _____ Rear _____	
1.00 to \$500 - \$25 permit fee		Flood Plain Development Permit: Yes _____ No <u>X</u>	
501 to \$2,000 - \$25 plus \$3.00 per \$100 over \$500		Elevation Certificate Required: Yes _____ No <u>X</u>	
2,001 to \$40,000 - \$69 plus \$11.00 per \$1,000 over \$2,000		3 copies of plans submitted: Yes _____ No <u>X</u>	
40,001 to \$100,000 - \$487 plus \$9.00 per \$1,000 over \$40,000		Fair Housing: _____ SWPPP: _____ ADA: _____	
100,001 to \$500,000 - \$1,027 plus \$7.00 per \$1,000 over \$100,000		State Electrical Permit Required: Yes _____ No _____	
500,001 to \$1,000,000 - \$3,827 plus \$5.00 per \$1,000 over \$500,000		Airport Zoning Height Review:	
1,000,001 and over - \$6,327 plus \$3.00 per \$1,000 over \$1,000,000		Height of Eave: _____ Height of Peak: _____	
Building Permit Fee <u>70.00</u>		Nebraska Energy Code IECC 2018 Yes _____ No _____	
(5% of Building Permit Fee - \$25 minimum) Plan Review Fee <u>25.00</u>		Permit Issued by:	
Plan Review Fee included in the following building permit fees:		Signed: _____	
Residential re-roof	\$50.00	• Separate permits are required for plumbing, electrical, and mechanical work. • Electrical permits are issued by the State Electrical Division. • Sidewalks shall be constructed per city code. • Water and sewer tap fees are listed on the plumbing permit form. • Occupancy permit is required before a new or remodeled structure may be occupied.	
Patio, Sidewalk, Driveway	\$50.00		
Egress Window (per window)	\$65.00		
Total Building Permit & Review Fees	<u>95.00</u>		
Contractor or Homeowner (Print Name) <u>TRAVIS SMITH</u>		Signature 	Date: <u>6-22-26</u>

For framing inspection please provide stamped plan and engineered truss drawings. Call for Framing inspection when Plumbing and Mechanical is roughed-in. Work must conform to Adopted Codes - (2018 IBC, 2018 IRC, 2014 NEC, 2018 IMC, 2018 UPC, 2018 IECC) and local amendments. Crete uses Nebraska State Fire Marshal and Nebraska State Electrical Division for Permitting and Inspections.

YOU ARE REQUIRED TO CALL DIGGERS HOTLINE NEBRASKA WHEN DIGGING OR EXCAVATING - Dial 811

Questions: trenton.griffin@crete.ne.gov

FOR INSPECTIONS PLEASE CALL 402-826-4312 Ext. 6417

City of Crete - Building Inspection

Municipal Building Inspector - 243 East 13th Street, Crete, NE 68333 - 402-826-4312 www.crete.ne.gov

Owner _____	Address _____	Date Issued _____
Building Permit # _____	Project Description _____	
Plumbing Permit # _____	Contractor _____	
Mechanical Permit # _____	Date Closed _____	

Setbacks _____	Fireplace _____	Roof Venting _____
Footings/rebar/Ufer _____	Insulation Rough In _____	Egress _____
Foundation size and rebar _____	Attic _____	Deck Framing _____
Foundation Insulation _____	Radon Rough In _____	Sidewalk/Driveway _____
Deck Footing _____	Sewer Service _____	Water Meter _____
Plumbing rough in _____	Wate service _____	Electrical Rough In _____
Plumbing Final _____	Framing Draft Stopping _____	Electrical Final _____
Gas Line Test _____	Engineered Trusses and uplift _____	Smoke/CO Detector _____
Mechanical Rough In _____	Treated plate and anchor bolts _____	Parking/Sidewalk _____
Sealing _____	Headers/Portal Frame _____	Grading/Landscaping _____
Fans/Vents _____	Siding Vapor Barrier _____	Address Numbers _____
Combustion Air _____	Stairs/Hand rails _____	Occupancy _____