

City of Sidney
Historic Preservation Board
Meeting Minutes
February 12, 2013

The meeting was called to order by Kay Hicks, Vice Chairperson of the board, at 12:10pm.

Board Members Present: Greg Huck, John Phillips, Casey Cortney, Rich Phillips, Meagan Smuin, and Kay Hicks. Additional attendees: Shelley McCafferty, Gary Person, Ben Dayton, and Megan McGown. Board members absent: Doug Meier.

Review of the Minutes of the January 8 meeting: Cortney made a motion to approve the minutes as printed, J. Phillips seconded the motion and the motion passed with all in favor.

Review of submitted plans, projects, specifications, or proposals

Steven Blume, owner of New to You, submitted an application for a Certificate of Approval as well as a funding request for a new sign for New To You. Cortney noted that the contractor listed in the application was from out of Cheyenne County. If they are not a Chamber member, the reimbursement rate would only be 35% rather than 50%. Huck made a motion to approve the Certificate of Approval and the funding request provided that the reimbursement rate is 35% if Sterling Sign and Graphics are not a Chamber member. J. Phillips seconded the motion and the motion carried with all in favor.

Travis Arellano, owner of Preferred Roofing, submitted an application for Certificate of Approval and a funding reimbursement request. Cortney brought up the concern that the project is already complete, stating that the project needs approval prior to beginning. It was noted that the guidelines do require prior approval, "*An application must be sought from the Community Development Office (740 Illinois St) or the City of Sidney (1115 13th Ave). The proposed project will then be reviewed by the Sidney Historic Preservation Board. If the board feels it meets the requirements of the program, the funding request will be reserved on a first come, first serve basis. Applicant has three months to start work or the application becomes null and void, unless waived by SHPB.*" Additional concerns included the appropriateness of window frames. Hicks voiced the concern that the application is for a windows only project, which is not an eligible project. Windows on their own are not eligible, additional work must be done at the same time in order to be eligible for funding. It was suggested to amend the guidelines to make this clearer. Smuin suggested getting examples from other communities before we amend our application. Huck stated that the need to include Pre-approval in the guidelines or on the application. Cortney made a motion to deny the application for funding because of it being a windows only project and because the project was completed prior to approval. J. Phillips seconded the motion. The motion passed with Huck, Cortney, J. Phillips, Hicks, and Smuin voting in favor and R. Phillips voting against.

R. Phillips requested staff to explore an appeals-type process for the Incentive program.

Dayton suggested requiring the property owner to attend the meeting when reimbursement is sought in order to answer questions or offer clarity.

Amendments to the application guidelines:

Cortney made a motion to table the discussion of amendments to the guidelines to the March

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meeting. Smuin seconded the motion and the motion passed with all in favor.

Review of Preservation Plan to Date:

McCafferty reviewed the draft of the Sidney Historic Preservation Plan specifically talking about the goals, objectives, and action plan. One of the first things she noted was the goal regarding clarity of the design review process. She suggested putting together a handbook to include all the specifics in order to remain consistent and thorough, including the COA process, incentive information and process, and maps of the district and historic areas. Additional items discussed included identifying historic resources in the community, working with other boards and committees in Cheyenne County, updating the design guidelines, a new walking tour guide, website, and materials.

She asked for feedback from the board in order for her to continue. She will email the document to the board for comments and asked that the board take the time to review and provide feedback in a timely manner.

Comments by the City Manager: Person stated that the ordinance needs to be updated and said that he will bring some proposed language on changes to an upcoming meeting.

Comments by the Interim Director of the Board: McGown announced that in order to be eligible for the 2013 CLG grant, we need to have someone attend the training on June 15 in Omaha for CLG boards or staff. McGown stated that she is unable to attend and asked for volunteers.

Meeting adjourned at 1:15pm