

City of Sidney Historic Preservation Board  
Meeting Minutes  
July 14, 2015

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The meeting of the City of Sidney Historic Preservation Board was called to order by Greg Huck, Vice Chair of the Board at 12:04 p.m. Announcement of the Open Public Meetings Act was acknowledged.

**Roll Call:** Greg Huck, Bruce Leypoldt, Kathy Wilson, Jake Vickery and Rich Phillips. Members absent included Kay Hicks and Scott Williams. Additional attendees included: Economic Development Director Tina Hochwender, City Manager Gary Person, City Attorney J. Leef, Chief Building Official Brad Rowan and local business owners Ron Leal and Doug Meier.

**Approval of Meeting Minutes:**

Phillips moved and Leypoldt seconded to approve the June 9, 2015 minutes as written. All members present voted “yes.”

**Certificate of Approval Requests:**

1. Ron Leal presented a Certificate of Approval (COA) Request on behalf of the Cheyenne County Historical Association.

The project is proposing to return the original window shutters/shades back to their original placement on the Commander’s Home at 544 Jackson Street. Before the Commander’s Home was landmarked there were window shutters/shades on the building. They were removed for maintenance and by the time we received them back the building was landmarked. We put them back up and were told to remove them by the City of Sidney City Attorney. We took them down. All of the shutters/shades that will be re-installed will be wood. Previously there were 2 shutters/shades that were composite/vinyl. But we will not use those. Two wood shades/shutters were found in the back of the home and 2 were bad. All of the shades/shutters that will be installed will match the originals.

Wilson asked if any vinyl/composite shades/shutters will be installed. Leal stated that they will only use all wood, no vinyl/composite shades/shutters will be put up. Discussion ensued.

Leypoldt moved and Phillips seconded approval of the COA extension request to replace/install all original wood window shutters/shades back to their original placement on the Commander’s Home. All members present voted “yes”.

2. Doug Meier requested façade enhancement grant funds for new windows and painting at 1013-1023 10<sup>th</sup> Avenue, in particular replacing 4 lower windows facing the alley. Wilson and Leypoldt questioned the bids received. The painting bid seemed high and there were two bids for windows. Meier said the bids were obtained to get estimates. He

hopes to get better bids now. Wilson stated that funds are reimbursed on actual costs and not bids.

Wilson also had concerns about the materials used on the windows and whether or not alleys were allowed to be funded. Person discussed the intent of the program is to “enhance the appearance of the street-facing façade” and referred to the Historic Preservation Plan. The design guidelines also state, “historic properties may be reimbursed for street-facing façade improvements up to 50% reimbursement.....repair and rehabilitation of windows up to 65% reimbursement.” Increased reimbursement costs were provided to encourage more appropriate window replacement. He added one other property was allowed to do an alley prior to the adoption of the Historic Preservation Plan. Leef recommended that the Historic Preservation Board decide whether or not to fund the façade enhancement grant request for the alley and then decide on appropriate materials. Huck added that for this case it’s a decision whether to allow alley façade enhancement grants or not. Discussion ensued.

Wilson suggested that there be a list of appropriate materials and/or vendors that the Historic Preservation Board and applicants could utilize for COA and façade enhancement grants. Leef added that the State Historical Society may already have recommended guidelines.

Wilson added that they should stick to the rules. Otherwise, the program may become more of a beautification program and not a historic preservation program. And eventually jeopardize Sidney’s Historic Downtown landmark designation. She added that the Historic Preservation Board should be conscientious of how the tax payer dollars are being spent. Discussion ensued.

Phillips made a motion to decline the application, not funding an alley with façade enhancement grant funds. Wilson seconded the motion and the motion carried with all members present voting yeas.

There were no other COA requests.

### **CLG Grant Project Updates:**

Hochwender informed the HPB that they have been provided a draft copy 2014 CLG Grant project’s upper floor feasibility studies and their pro-forma’s for each of the 5 properties identified as part of the study. Hochwender request each HPB member review the documents and get feedback to her by Monday, July 20, 2015. At which time the feedback will be forwarded to the consultant. Anticipate the final draft of the study to be completed by August 5<sup>th</sup> for review by the HPB at their August 11th meeting. Discussion ensued regarding the costs, findings and feasibility of property owners renovating their second floors into apartments. Hochwender stated that this study is another tool in the City’s toolbox to assist property owners

with that decision. Huck added that additional funding available to assist with the renovations would be helpful. Possibly bringing in a completed successful project, such as Steffens' property, to speak to the HPB would be a good idea.

Hochwender informed the HPB on the status of the 2015 Certified Local Government Grant, which was awarded to the City of Sidney in the amount of \$25,000.00 to do an Intensive Level Survey of Sidney's Old Town Plat. Hochwender provided a draft copy of the "Request for Proposal" with the criteria and qualifications needed to conduct the survey, a copy of the public notice and project schedule. Hochwender reviewed the schedule, HPB to approve RFP, then the RFP will be publicized and due August 17<sup>th</sup>. HPB and City staff will review the RFPs August 18- September 2. Then the HPB is expected to consider selecting a consultant at its September board meeting, with the consultant to conduct the survey work through April 4, 2016. A draft survey and presentation is expected to be available at the HPB's April 2016 meeting.

Phillips made a motion to execute the 2015 CLG grant agreement and approve the RFP as presented and publicize. Leypoldt seconded the motion and the motion carried with all members present voting yeas.

#### **NE State Historical Society Board of Trustees Meeting and Nebraska State Historical Society Foundation Reception:**

Person reported that the NE State Historical Society Board of Trustees held one of their quarterly meetings in Sidney this week with a reception following hosted by the Nebraska State Historical Society Foundation. Both Ms. Hochwender and he attended part of their Board meetings held at Western Nebraska Community College and each attended the reception held at Buffalo Point Steakhouse. The Cheyenne County Historical Association provided tours of historical sites in Sidney.

#### **Other Comments:**

Vickery stated that windows in historic districts are significant to the integrity of historic properties and contribute a great deal to the look and feel of historic districts. It is important that the HPB familiarize itself with appropriate window repairs and replacements. Examples of single-hung and double-hung replacement windows were provided. Discussion ensued.

Person suggested that the HPB have training on the integrity of a historic district do's and don'ts. Also suggested staff work with the NE SHPO to develop a list/manual of approved products and materials.

Phillips added that he knew someone that was replacing their old windows in a 100 year plus old home. If anyone knew anyone interested in the windows, about 6-8 windows, to let him know. Discussion ensued on recycling old windows.

There being no further business, meeting was adjourned at 1:00 p.m.

*Minutes submitted by Tina Hochwender*